<table>
<thead>
<tr>
<th>Civil Service Title:</th>
<th>Confidential Investigator</th>
<th>Level: L0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title Code No:</td>
<td>3114A</td>
<td>Salary: $75,000 - $95,000</td>
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<tr>
<td>Office Title:</td>
<td>Senior Investigative Auditor</td>
<td>Work location: 80 Maiden Lane, New York, NY</td>
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<tr>
<td>Division/Work Unit:</td>
<td>SCI</td>
<td>Number of Positions: 1</td>
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</tbody>
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### Qualification Requirements

1. A four-year high school diploma or its educational equivalent and four years of satisfactory full-time experience in an industrial or governmental agency in the field of investigation, auditing, law enforcement, security, inspections, or in a major operational area of the agency in which the appointment is to be made, or

2.  
3. Education and/or experience equivalent to “1” or “2” above.

### Preferred Skills

1. Certified Public Accountant preferred. Certified Fraud Examiner is a plus.
2. A minimum of 5 to 10 years of satisfactory full-time experience in an industrial or governmental agency in the field of investigation, auditing, law enforcement, security, inspections, or in a major operational area of the agency in which the appointment is to be made.
3. Experience supervising as well as conducting complex financial investigations, preferably at a law enforcement or governmental investigative agency.
4. Exemplify the ability to assist in guiding the Audit Team on investigative cases as well as work independently to perform a variety of difficult complex audit assignments.
5. Experience in preparing reports of audit findings, conclusions, and recommendations.
6. Proven ability to perform financial analysis, conduct interviews, write detailed reports, and provide testimony.
7. Overall strong interpersonal, written, and analytical skills.
8. Experience with oversight of government agencies, procurement, and/or contracts is a plus.
9. Possess excellent organizational skills and proven ability to manage time efficiently in a fast paced environment.
10. Proficiency in Microsoft Office, advanced Excel skills, including V-lookup and pivot tables, and various computer programs.
11. Foreign language skills is a plus.
12. Ability to work well with all levels of staff and management.
13. Demonstrated ethics and sound judgment.

### To Apply:

Send resumes, cover letters, and writing samples electronically to applicant@nycsci.org and indicate “SeniorInvestigator062020” in the subject line of the email. Please do not email, mail or fax your resume to SCI directly. Submissions of resumes does not guarantee an interview. Due to the high volume of resumes SCI receives for positions, only selected candidates will be contacted. Appointments are subject to Office of Management & Budget approval for budgeted headcount.

**Post Date:** June 12, 2020

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The City of New York is an equal opportunity employer and is strongly committed to a policy of non-discrimination. We are committed to recruiting a diverse and inclusive talent pool.