

POSITION ANNOUNCEMENT 10-11

Investigator or Assistant Investigator

Office of the Federal Public Defender

Western District of Texas

San Antonio Headquarters

The Federal Public Defender is accepting applications for the position of investigator or assistant investigator, to be stationed in San Antonio. The Federal Public Defender operates under authority of the Criminal Justice Act, 18 U.S.C. § 3006A, to provide defense services in federal criminal cases and related matters by appointment from the court. The organization has staffed offices in San Antonio, El Paso, Del Rio, Austin, and Alpine.

Requirements. To qualify for entry-level investigator, a person must be a high school graduate or equivalent and have at least three years of investigative or comparable experience, or one year of investigative or comparable experience with an advanced degree. To qualify for entry-level assistant investigator, a person must be a high school graduate or equivalent and have at least two years of investigative or comparable experience, or an educational substitute. Both positions require that the applicant (1) be fully fluent in both English and Spanish; (2) have a valid driver's license, vehicle, and insurance; (3) have a working knowledge of the court systems; (4) demonstrate an ability to work efficiently with individuals and groups, using tact and discretion in obtaining the cooperation and confidence of others; (5) be competent in gathering and organizing facts through logical and objective analysis; (6) be able to prepare clear and concise written and oral reports of investigative findings; (7) demonstrate the ability and willingness to accept responsibility; (8) be able to travel, including foreign travel; (9) be able to work holidays, evenings, and weekend hours as needed; and (10) have a reputation for personal and professional integrity. Employment is subject to a satisfactory background investigation including but not limited to an FBI fingerprint and name check.

Duties. The investigator and the assistant investigator support the assistant federal defenders in various aspects of trial preparation and trial by interviewing clients and witnesses, gathering case-related reports and records, serving subpoenas, photographing and videotaping crime scenes, and testifying in court. They will also utilize computer software for word processing, databases and graphics and assist in developing demonstrative evidence for use at trial. The full position qualifications statements and position descriptions are available in this office.

Salary and Benefits. The starting salary of an investigator will be fixed commensurate with experience and qualifications of the applicant within a range from JSP-11, Step 1 to JSP-14, Step 1, currently yielding \$57,408 to \$96,690 per annum. The starting salary of an assistant investigator will be fixed commensurate with experience and qualifications of the applicant at JSP-9, Step 1 currently yielding \$47,448 per annum. The positions are in the excepted service and do not carry the tenure rights of the competitive Civil Service. The positions do include Federal Government employment benefits including health and life insurance, retirement, and the Thrift Savings Plan. Salary is payable only by Electronic Funds Transfer (direct deposit).

How to Apply. Qualified persons may apply by forwarding a letter of interest (mentioning announcement number 10-11) and résumé to: Henry J. Bemporad, Federal Public Defender, Western District of Texas, 727 East Durango Blvd., B-207, San Antonio, Texas 78206-1278. For applicants with disabilities, this organization provides reasonable accommodations, which are decided on a case-by-case basis. To request a reasonable accommodation for any part of the application or interview process, contact Administrative Officer Susan Andrade at (210) 472-6700. Position announced August 11, 2010; open until filled.

The Federal Public Defender is an equal-opportunity employer.