



OFFICE OF THE FEDERAL DEFENDER
Eastern District of California
2300 Tulare Street, Suite 330
Fresno, California 93721
(559) 487-5561 FAX (559) 487-5950

HEATHER E. WILLIAMS
Federal Defender

BENJAMIN GALLOWAY
Chief Assistant Defender

CHARLES J. LEE
Fresno Branch Chief

POSITION ANNOUNCEMENT #19-007
INVESTIGATOR

The Office of the Federal Defender for the Eastern District of California seeks applications for an Investigator in its Fresno Office to start October 1, 2019 at the earliest. The Office of the Federal Defender operates under the Criminal Justice Act, 18 U.S.C. § 3006A, zealously representing indigent persons in federal criminal cases and related court matters.

JOB DESCRIPTION: Investigators are a critical part of our defense team and our position requires considerable initiative, creativity, self-motivation, tact, and discretion. Investigators must be able to: analyze and evaluate facts and evidence and ascertain relevant information; locate and effectively interview witnesses, alleged victims, experts, and law enforcement personnel; locate and gather records, reports, and documents; locate and retrieve physical evidence and personal property; review and analyze disclosure and other case documents; serve subpoenas; visit and recreate alleged crime scenes; and have the ability to establish and maintain good working relationships with people and agencies interacting with our Office. Our investigators frequently write, including comprehensive reports with case analysis, investigative findings, and witness statements. Investigators sometimes testify for court motions, trials, and other hearings, often assisting attorneys with exhibits, witnesses, and other tasks.

A critical role for our investigators is developing a comprehensive client social history for sentencing mitigation. This requires close, comfortable and empathetic contact with clients and their families, interacting with incredibly diverse people from all backgrounds and circumstances.

REQUIREMENTS AND QUALIFICATIONS: Applicants must have a minimum of three years criminal investigative or comparable experience. Education may be substituted for some experience. This position requires familiarity with Microsoft Office (Outlook, Word, Excel, PowerPoint), Adobe Pro, and social media and computer navigation and searches; video/audio editing and CAD experience a plus. Applicants must also effectively and clearly communicate orally and in writing.

A bachelor's degree from an accredited college or university is strongly preferred. Applicant must be a U.S. citizen or a permanent resident in the process of applying for citizenship and will be subject to a background check as an employment condition. Expect frequent travel; the applicant must have or acquire a valid California driver's license and an insured vehicle. Applicants must be able to accommodate some flexibility in their work schedule.

Spanish language proficiency, both written and verbal, is very strongly preferred.

SALARY/BENEFITS: This is a full-time permanent position with salary based on qualifications and experience from JSP-11/1 (\$62,236) with promotion potential to JSP-14/1 (\$104,821). Federal government benefits apply, including retirement, health care, life, and long-term care insurances, thrift savings program, and flexible spending accounts. Direct pay deposit required. Federal Defender employees are considered “at-will” employees and are not covered by the Civil Service Reform Act.

FRENZO OFFICE: Fresno, located in the heart of the Central Valley and California’s fifth largest city, is a vibrant, diverse community offering affordable housing, farmers’ markets, a lively arts scene, a minor league baseball team, and a growing “Ale Trail” of craft breweries. Fresno is conveniently located only hours away from Yosemite, Kings Canyon and Sequoia National Parks, Paso Robles’s award-winning wineries, California’s beautiful central coast, San Francisco, and Los Angeles.

Our Fresno Office has a collegial environment where we value the contributions of like-minded individuals dedicated to zealous and creative client representation.

To apply, please submit as a single Adobe pdf file a cover letter, résumé, writing sample, three references, and a completed *Application for Judicial Branch Employment form (AO78)*, http://www.cae-fpd.org/AO_78.pdf, to the following email: cae_hr@fd.org

Position announced on 8/26/19 and is open until filled, with preference given to applications received by 9/6/19. Only applicants selected for interview will be contacted. Applicants will be notified before any communication with listed references.

The Office of the Federal Defender is an equal opportunity employer. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency.