

POSITION ANNOUNCEMENT #21-004
Investigator

The Federal Defender for the Eastern District of California is accepting applications for an Investigator (full-time, permanent) in its Sacramento Office. The Federal Defender Office operates under the authority of the Criminal Justice Act, 18 U.S.C. § 3006A, to defend persons unable to afford counsel in federal criminal cases and related matters in federal court.

Primary Job Duties: Investigators are a critical part of our defense teams and this 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. A working background in OSINT and other language skills (especially Spanish) are a plus. Also, our investigators frequently write comprehensive reports containing 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.

Developing comprehensive client social histories for sentencing mitigation is critical for our investigators. 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. This position requires familiarity with Microsoft Office (Outlook, Word, Excel, PowerPoint, Teams), 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. Applicant must be able to analyze, evaluate, apply, and follow relevant policies and procedures to office operations, exercise good judgment, and possess general knowledge of office practices and legal processes.

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.

SALARY/BENEFITS: This is a full-time position with salary based on qualifications and experience from JSP-11/1 (\$70,459) with promotion potential to JSP-14/1 (\$118,670). Federal government benefits apply, including retirement, health care, life and long-term care insurances, thrift savings program, and flexible spending accounts. Direct deposit of pay required. Federal Defender employees are considered "at-will" employees and are not covered by the Civil Service Reform Act.

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 July 29, 2021, and is open until filled, with preference given to applications received by August 20, 2021. Applicants will be notified before any references are contacted.

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.