FEDERAL PUBLIC DEFENDER
Southern District of Florida
www.fpdsouthflorida.org

Michael Caruso
Federal Public Defender

Hector A. Dopico
Chief Assistant

Location: Miami

FEDERAL PUBLIC DEFENDER
POSITION ANNOUNCEMENT
CRIMINAL DEFENSE INVESTIGATOR
MIAMI OFFICE

The Federal Public Defender for the Southern District of Florida is accepting applications for the position of Investigator in our Miami Office. The Federal Public Defender, a branch of the United States Courts, an Equal Opportunity Employer, operates under the authority of the Criminal Justice Act, 18 U.S.C. § 3006A, to provide defense services to indigent persons in federal criminal cases and related matters in the federal courts.

Requirements: The successful applicant must be a high school graduate or the equivalent, a four year college degree is a plus, but not required; three years’ general experience and minimum of three years’ criminal investigative experience or comparable experience; background in investigating white collar crime a plus, must be able to perform essential job duty satisfactorily.

Duties: The successful applicant should have investigative experience in the criminal justice field or equivalent experience, and possess good interviewing and report writing skills. The investigator is responsible for the investigation of assigned cases. Other duties include reviewing and analyzing discovery and other case documentation; identifying, locating and interviewing witnesses, locating and gathering records; obtaining and verifying documents and evidence; retrieving tangible evidence; reporting findings; conferring with attorneys to identify and pursue potential legal and factual issues, assisting attorneys in trial, hearings and sentencing preparations; writing comprehensive descriptive reports of work done; understanding of legal terminology, testifying effectively in federal court proceedings. Should have a working knowledge of the criminal justice system and a personality that allows them to deal with many different types of individuals. The position requires considerable resourcefulness, creativity, initiative, drive and ability to analyze and evaluate facts, evidence and related information as well as tact and discretion. Extensive computer skills required, including the ability to run background check databases and review different formats of electronic discovery. Knowledge of Adobe, WordPerfect or Word, Excel, ISYS, CaseMap and Trial Director a plus.
The successful applicant should have an in depth knowledge of fraud investigations and white collar crimes. Travel both in the United States and internationally should be expected. A reliable vehicle and valid driver’s license is required. Spanish is not necessary but preferred.

The selected candidate will be subject to a background check as a condition of employment and could be subject to an additional government security clearance on some cases.

Salary and Benefits: This is a full-time position, and federal salary and benefits apply. Salary commensurate with experience and qualifications of the applicant. This position is subject to mandatory Electronic Funds Transfer (direct deposit) participation of net pay.

How to Apply: No telephone calls please. Qualified persons may apply by submitting a letter of interest outlining experience, resume and two work references[send in PDF format as one attachment] to:

Raisa Gonzalez
Human Resources Specialist
Federal Public Defender’s Office
150 West Flagler Street, Suite 1500
Miami, Florida 33130
Or via e-mail to: Raisa_Gonzalez@fd.org

Only applicants selected for an interview will be contacted. Hiring for this position is subject to the availability of funds in the final appropriation. Applications will be accepted until the position has been filled. All responses will remain confidential.

The Federal Public Defender is an Equal-Opportunity Employer