

FEDERAL PUBLIC DEFENDER

Western District of Tennessee

Federal Defender

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INVESTIGATOR

RE-POSTING POSITION ANNOUNCEMENT #26-04

The Office of the Federal Defender for the Western District of Tennessee is accepting applications for the position of Investigator. The Federal 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 in the federal courts.

Qualification Requirements: Qualified applicants must possess the following: A working understanding of criminal law, criminal procedure, and evidence; a working knowledge of the court system; tact and discretion in obtaining the cooperation and confidence of others; competency in gathering and organizing information; good judgment; honesty, integrity, and a commitment to treating all people with respect; ability to prepare concise and accurate written and oral reports of investigative findings; ability to work independently and as a team, analyze problems, and recommend practical solutions; and computer skills. Applicants must be United States citizens or eligible to work in the United States and have a valid driver's license. Employment is subject to a satisfactory background check, including an FBI name and fingerprint check.

Special Requirements: Applicants must possess a minimum of three (3) years general experience plus three (3) years specialized experience (in substantial investigative work, preferably criminal). Education above the high school level in an accredited institution may substitute for general experience. The position requires travel for investigation, hearings and training. Work outside of normal business hours and weekends is required as necessary. The individual must occasionally lift and/or move up to 25 pounds and may spend extended periods of time driving or riding in a car. Physical demands for this position include those required for the individual to successfully perform the essential functions of this job. Spanish language skills valued but not required.

Description of Duties: The investigator provides support in case preparation by locating and interviewing witnesses, gathering relevant data and court records, writing reports, serving subpoenas, photographing crime scenes, and testifying in court. A commitment to the representation of persons charged with offenses and a reputation for personal integrity is essential.

Salary & Benefits: This is an "Excepted Appointment" full-time position with federal benefits and salary commensurate with experience and qualifications within the range of JSP Grade 11/1 to 14/1. Among the many benefits are the Federal Employees Retirement System, the Thrift Savings Plan (401k), paid annual and sick leave, 11 paid federal holidays, and health, life, dental, and vision insurance.

Salary is paid via Direct Deposit. This position is “at-will,” subject to the availability of funds and a probationary period.

How to Apply: Qualified persons should submit a letter of interest, resume, and three references to the Office of the Federal Public Defender, ATTN: Hiring Committee Investigator, 200 Jefferson Ave., Suite 200, Memphis, TN 38103. The position will remain open until filled. More than one position may be filled from this announcement. *NO PHONE CALLS PLEASE.*

The Federal Public Defender is an Equal Opportunity Employer. All applicants, regardless of race, ethnicity, national origin, gender identity, sexual orientation, religion, disability, or age, are encouraged to apply.