Office of the State’s Attorney for Baltimore City

Position Announcement: Investigator, Economic Crimes Against Vulnerable Adults (Grant Funded)

Job Description:
The Office of the State’s Attorney is seeking to fill the position of Investigator in the Economic Crimes Unit to handle cases involving financial exploitation of vulnerable adults. This is a two-year, grant funded position.

The Investigator must be able to review bank and other financial documents to determine financial irregularities, read medical and other health records to determine cognitive status of the victim at the time of financial irregularities, and interview a wide range of witnesses such as the elderly and disabled, bank personnel, doctors and medical staff, law enforcement, caregivers, and family members. The Investigator must understand medical terminology and be able to develop financial spreadsheets. Other related duties shall be performed as required. This is an at-will position with no civil service protection.

This full-time position is located at 120 East Baltimore St., Baltimore, Md. 21202.

Education/Experience:
Applicants must possess at least a Bachelor’s degree, preferably in accounting, finance, or criminal investigation. Applicants must have at least five years of experience in medical or financial fraud or criminal investigation. Experience in the criminal justice system is preferred.

Qualifications:
Applicants must possess good judgment and excellent oral and written communication skills, and be empathetic, organized, and able to meet deadlines. Proficiency with Microsoft Excel is required. Selected candidates will be required to submit to drug and alcohol testing as well as a criminal background check before starting employment.

Salary: $44,858-$54,520 based on experience. Benefits are associated with this position.

To Apply:
All interested persons should email resume and cover letter to resume@stattorney.org by January 3, 2017. Please use “Investigator Economic Crimes” as the subject reference of your email and in your cover letter. Documents must be in pdf or Word format.

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