

SPECIAL AGENT

KIND OF WORK

Highly responsible criminal investigation work.

NATURE AND PURPOSE

An employee in this class is responsible for investigating all types of crimes, gathering evidence, apprehending violators and testifying in criminal actions.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

GENERAL INVESTIGATION OPTION:

Provides crime scene processing so that evidence is gathered and preserved in a manner acceptable to the courts.

Uses field investigative methods and techniques for gathering evidence so that available facts and information relative to a crime are obtained.

Keeps detailed records and reports of investigations and other activities so that progress on investigations can be determined and accurate records are always available.

Appears in court and testifies in criminal actions so that a judgment may be made by the court.

Performs related work as required.

NARCOTICS OPTION:

Provides crime scene processing in drug and narcotic investigations so that evidence is gathered and preserved in a manner acceptable to the courts.

Uses specialized undercover investigative methods and techniques for gathering evidence so that available facts and information relative to the crime are obtained.

Keeps detailed records and reports of investigations and other activities so that progress on investigations can be determined and accurate records are always available.

Appears in court and testifies in drug and narcotic criminal actions so that a judgment may be made by the court.

Receives and disseminates drug trafficker's activities to local law enforcement agencies so that their movements and activities may be monitored effectively.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

GENERAL INVESTIGATION OPTION:

Knowledge of:

Extensive knowledge of the practices and association of specific types of criminals, and of the places where they are likely to be found.

Considerable knowledge of firearms and proficiency in their use.

Considerable knowledge of state, federal and local criminal laws and regulations.

Considerable knowledge of criminal court procedures and practices.

Considerable knowledge of ballistics, chemistry, physics and mechanics as related to crime and firearms.

Ability to:

Ascertain facts by field investigation and to obtain evidence.

Establish and maintain effective working relationships with other law enforcement agencies and the general public.

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Est.: 7/67 T.C.: 9/81, 12/81

Rev.: 9/77 Former Title(s): Crime Investigator II

Ckd.: 12/92

Crime Investigator