

County of Santa Cruz

INVITES YOU TO APPLY FOR:



DISTRICT ATTORNEY INSPECTOR II

Open and Promotional
Job # 25-RH7-01

Salary: \$9,937 – 13,317 / Month

Closing Date: Continuous

County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion.

Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

LAST DATE TO APPLY: Continuous – Applicants are encouraged to apply as soon as possible. This recruitment may close once a sufficient number of qualifying applications have been received.

THE JOB: Under direction, perform investigative work on the full range of cases within the jurisdiction of the District Attorney's Office; and perform related work as required. **There are currently two Full-Time vacancies and one Substitute vacancy. The list established from this recruitment will be used to fill the current vacancies and it may also be used to fill other vacancies during the life of the eligible list.**

The option for remote work may be available based on the type of work and operational needs.

THE REQUIREMENTS: Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be:

Two years of experience in criminal investigation with a law enforcement agency.

OR

Two years of experience as a District Attorney Inspector I.

Special Requirements/Conditions: License/Certificate Requirement: Possession of a valid California Class C Driver License; Basic Certificate issued by the California Commission on Peace Officer Standards and



Training (P.O.S.T.) at time of hire; and completion of specific P.O.S.T. requirements for investigators within one year of date of hire.

Background Investigation: Ability to pass a full background investigation.

Special Working Conditions: Possibility of exposure to: bodily injury; heights, such as roofs of buildings; areas containing free silica or asbestos dust; toxic fumes; offensive odors; explosives; electrical hazards; infections which may cause chronic disease or death; and hostile and/or combative persons.

Other Special Requirements: Availability to work a flexible schedule, including evenings, weekends, holidays and on an emergency, as needed basis.

Knowledge: Thorough knowledge of laws of arrest, search and seizure, service of legal process and the legal rights of citizens; modern procedures and methods employed in crime detection and criminal investigations; and rules of evidence and court procedures. Working knowledge of resources and techniques utilized by crime laboratories; sources of information used in locating persons; and penal provisions of the Health and Safety Code, Welfare and Institutions Code and Business and Professional Code.

Ability to: Interpret and apply provision of laws applicable to investigations; obtain information and evidence by observation and interview, which would be legally admissible in court; carry out special and general assignments requiring an organization of material and development of procedures without direct supervision; analyze and evaluate statements of witnesses or suspected violators; speak and write effectively; follow oral and written instructions; maintain effective working relationships; analyze situations accurately; think and act quickly in emergencies and adopt effective courses of action; care for and use firearms; lift 50 pounds from floor level, such as boxes containing evidence; walk on uneven ground to search for evidence; restrain combative persons; and assist in the removal of corpses.

THE EXAMINATION: Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months, and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Human Resources Department, 701 Ocean Street, Suite 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Human Resources Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

NOTE: Applications must include a copy of a Basic Certificate issued by the California Commission on Peace Officer Standards and Training (P.O.S.T.) in order to continue through the recruitment process. Mail/bring a copy of the certification to: Santa Cruz County Human Resources Department, Attention: Katherine Lennon, 701 Ocean Street, Suite 510, Santa Cruz, CA 95060, or 2) fax it to (831) 454-2411, or 3) email a copy to: Katherine.Lennon@santacruzcounty.ca.gov.

Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

EMPLOYEE BENEFITS:

VACATION – 14 days first year, increasing to 29 days after 15 years service. Available after 1-year of service.

HOLIDAYS – 14 paid holidays per year.

SICK LEAVE – 12 days per year.

BEREAVEMENT LEAVE – 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN – The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN – County paid employee and eligible dependent coverage.

VISION PLAN – County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT – 1959 Survivor's Benefit plus pension formula 2% at age 50 or 2.7% at age 57 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013 (PEPRA). Pension benefit determined by final average compensation of three years. County pays a portion of retirement contribution.

LIFE INSURANCE – County paid \$50,000 term policy. Employees may purchase additional life insurance.

DEPENDENT-CARE PLAN – Employees who pay for qualifying child or dependent care expenses may elect this "pre-tax program".

H-CARE PLAN – Employees who pay a County medical premium share of cost may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFA) – Employees may elect this pre-tax program to cover qualifying health care expenses.

LONG TERM DISABILITY – Employee paid voluntary plan. Plan pays up to 85% of wages for non-industrial disability; 70% of wages for industrial disability.

DEFERRED COMPENSATION – A deferred compensation plan is available to employees.

OTHER – County pays premium for certain requirements and assignments, including: POST Intermediate Certificate: 3.5%; POST Advanced Certificate: 5%.

NOTE: The provisions of this bulletin do not constitute an expressed or implied contract.

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www.santacruzcountyjobs.com

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