Job Description

Job Title: Fraud Investigator

Job ID: 18545
Date Opened: 08/18/2022
Date Closed: 09/16/2022
Location: 1050 1st Street, NE

Full/Part Time: Full-Time
Regular/Temporary: Regular
Agency: SR
Area of Consideration: Open to Public
Grade: 12
Bargaining Unit: 1_2
Minimum Range: $85,209.000000
Target Openings: 1

Job Summary

The position is located in the District of Columbia Government (District), Department of Insurance, Securities and Banking (DISB), Enforcement and Consumer Protection Division (ECPD). ECPD ensures consumer protection of District of Columbia residents by conducting investigations of potential violations of law, misconduct or disqualifying activities by insurance entities and producers, securities issuers, broker-dealers, registered representatives, investment advisers, investment adviser representatives, and investment companies in the District of Columbia; makes referrals to enforce the District’s insurance, securities, and banking codes and maintains regional partnerships for best practices.

Duties and Responsibilities

Evaluates referrals to determine the necessity and scope of investigation and prepares an investigative plan; summarizes, analyzes, and arranges documents, including witness and subject interviews, audit reports, and other evidence to determine whether a violation has occurred. Investigates allegations of violation(s) of insurance laws regarding the activities of insurance agents and regulated insurance entities or the public, including conducting interviews.

Investigates allegations of violation(s) of securities laws regarding the activities of securities issuers, broker-dealers, registered representatives, investment advisers, investment adviser representatives, and investment companies or the public, including conducting interviews. Investigates allegations of violation(s) of the banking laws by District regulated banks, independently owned, and operated Automated Teller Machines, check cashers, money lenders, money transmitters or the public, including conducting interviews.

Education and Qualifications

Specialized Experience is experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression.

Licenses and Certification

None

Working Conditions/ Environment

The work entails desk activity and the carrying of light objects. The work requires the ability to conduct field investigations such as off-site interviews and the collection of documents, attend off-site financial services investigative training, and representing DISB at District community events. The incumbent’s work is generally performed in an office setting.

**Other Significant Facts**

**Tour of Duty:** 8:15 am to 4:45 pm Monday - Friday

**Travel may be required**

**Pay Plan, Series, Grade:** CS -1810 -12

**Promotion Potential:** None

**Duration of Appointment:** Career- Regular Appointment

**Collective Bargaining Unit:** This position is in a collective bargaining unit represented by AFSCME Local 2743. You may choose to pay union dues.

**Position Destination:** The position has been deemed security sensitive. Accordingly, the incumbent will be subject to preemployment checks (criminal background checks, consumer credit check, traffic record checks, if applicable) as a condition of employment and will be subject to periodic criminal background checks for the duration of your tenure.

**Vaccination Requirement:** The Government of the District of Columbia values the safety of our employees, our residents, and our visitors. In support of these values, if you are selected for this job you must be fully vaccinated against COVID-19, except when vaccination is not medically advised or violates your sincerely held religious beliefs. If you are invited to join our team, you must submit proof that you are fully vaccinated against COVID-19 to your initial HR representative, or you must request an exemption from your representative. New employees must either provide proof of vaccination or be granted a medical or religious exemption before working with the Government of the District of Columbia.

**EEO Statement:** The District of Columbia Government is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation.