

### Class Concept

Employees in this class perform complex field investigations and enforcement operations related to Alcoholic Beverage Control Laws, controlled substances, tobacco, lottery and gambling laws, and the administration of the Boxing Authority and the charitable bingo program. Agents typically serve as the lead investigator on complex investigations and provide guidance and training to junior ALE Agents. Employees provide technical assistance to local, state, and federal agencies in the interpretation of ABC Laws and ABC Commission Rules. Employees conduct investigations, obtain and serve search and arrest warrants in regards to the criminal laws of the State or Federal Government. Employees engage in the planning and execution of covert operations to identify, detain, and arrest individuals engaged in illegal activities. Employees inspect ABC and NCEL permitted/licensed establishments for compliance with the laws of the State and the rules and regulations promulgated by the ABC Commission and the NC Education Lottery Commission. Employees inspect the premises of establishments applying for licensure, and perform background investigations on applicants. Work involves collection and preservation of evidence, testimony in court proceedings as necessary, and performing related work such as apprehending observed violators committing offenses. Positions are responsible for assuring that all steps in the investigation and arrest are followed correctly. Employees plan, initiate, and conduct long-term and complex investigations. Work is performed independently under general supervision and reviewed through activity reports and conferences with the supervisor.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Thorough knowledge of modern principles and methods of investigation and law enforcement, including rules of evidence, use of technical equipment, laws of arrest, and search and seizure.
- Thorough knowledge of State and Federal laws pertaining to alcoholic beverages, tobacco, and controlled substances.
- Skill in performing investigations, including undercover operations.
- Skill in coordinating investigations with other law enforcement agencies.
- Skill in preparing legal pleadings as civil complaints, motions, notices, affidavits, summonses, orders, restraining orders and discovery.
- Skill in using firearms and tools/equipment involved in evidence collection and enforcement activities.
- Ability to clearly communicate and convey technical information and promote understanding of relevant issues.
- Ability to write clear and concise reports of findings.

#### Minimum Education and Experience

Bachelor's degree from an appropriately accredited institution, and three years of experience as a law enforcement officer in this program area that includes having the power to arrest; or an equivalent combination of education and experience.

#### Necessary Special Qualifications

Certification as a Law Enforcement Officer in accordance with the provisions of the North Carolina Criminal Justice Education & Training Standards Commission. Must have graduated from the ALE Academy or the next available Academy upon hire and meet all applicable North Carolina state statutory standards for law enforcement officers.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.