

### Class Concept

This is supervisory law enforcement work in the investigation of cases involving fraud, forgery, and embezzlement under the North Carolina criminal and insurance laws. Employees review cases of investigators for completeness of investigation methods, practices followed and presentation of evidence in court. Duties also involve participation in complicated investigations where field investigators need assistance. Positions instruct and train investigators in the latest investigative techniques. Work is reviewed through conferences with the Insurance Criminal Investigation Manager regarding accomplishments of investigations conducted. Work may include other duties as assigned by management.

### Recruitment Standards

#### Knowledge, Skills and Abilities

- Working knowledge of laws pertaining to insurance fraud, embezzlement, and the laws of admissible evidence that relate to courtroom procedures.
- Working knowledge of the methods, procedures, and practices used in the investigation of criminal offenses.
- Working knowledge of the insurance industry, bail bonding industry, insurance agencies, collection agencies, and premium finance company operations that relate to licensees.
- Working knowledge of the principles of supervision.
- Ability to establish and maintain favorable working relationships with law enforcement officials, court officials and officials of the insurance industry.
- Ability to analyze requests for investigative assistance and evaluate individual employee case assignments and technical expertise needed for assigning cases.
- Ability to review investigations and provide guidance and assistance concerning procedures to be followed in completing an investigation, including: investigate criminal cases, make arrests, prepare comprehensive and detailed reports pertaining to individual cases, present effective court testimony, and apply the principles, techniques, and procedures of modern criminal investigations.
- Ability to apply the criminal statutes of North Carolina to criminal investigations, evidence collection, legal processes, arrest, and courtroom procedures and practices.
- Proficient in the use of firearms and other equipment used in the collection and preservation of evidence.

#### Minimum Education and Experience

Bachelor's degree in Criminal Justice or related field from an appropriately accredited institution and four years of experience in law enforcement or investigative work, including two years in insurance investigative work; or an equivalent combination of education and experience; and certification as a sworn law enforcement officer in accordance with the provisions of the North Carolina Criminal Justice Training and Standards Commission.