

PUBLIC DEFENDER'S INVESTIGATOR I

Definition:

Under direct supervision, conducts skilled misdemeanor and felony investigations of limited scope and complexity to support the defense of persons represented by the Public Defender.

Distinguishing Characteristics

This is the entry level in the Public Defender Investigator classification series. This classification differs from that of Public Defender Investigator II in that incumbents perform investigations of more limited scope and complexity. Incumbents may work irregular hours, including evenings, weekends, and holidays, anywhere in Kern County, including high crime areas, alone and with minimum supervision. Promotion to Public Defender Investigator II is considered on a merit basis, subject to recommendation by the department head and approval of the Director of Personnel.

Essential Functions:

- Conducts investigative duties as assigned, including field investigations requiring a degree of initiative, judgment and independence of action.
- Performs office and field data collection; gathers pertinent case documents, writings and records from public agencies, such as the DMV, from private entities or individuals.
- Utilizes resources to locate witnesses; interviews clients, relatives and others, including prospective witnesses, to obtain statements.
- Visits crime scenes to evaluate physical and environmental factors related to case investigations; takes photographs, including photos of alleged crime scenes; prepares diagrams, charts, and drawings.
- Assists Deputy Public Defenders in arranging appearances of witnesses at court hearings and trials, and in preparing evidence for presentation at court proceedings.
- Testifies in court.
- Prepares reports and correspondence.
- Serves subpoenas.
- Performs related duties as required.

Employment Standards:

Bachelor's degree from an accredited college or university in Psychology, Sociology, Criminal Justice, or closely related field.

OR

Completion of an associate degree from an accredited college in Psychology, Sociology, Criminal Justice, or a closely related field, and two years of criminal investigative experience as a full-time paid peace officer.

OR

60 semester or 90 quarter units from an accredited college or university and two years of experience as a Public Defender Investigative Aide; or other broad criminal investigative experience. Appointees are subject to a complete background investigation.

License: Possession of a valid California Driver's License to perform essential job-related functions.

Knowledge of: basic investigative techniques and procedures.

Ability to: understand, prepare and present written or oral reports in a clear and concise manner; accurately gather and evaluate facts and evidence; ability to utilize effective interpersonal communication skills, including the ability to evaluate situations and people accurately and adopt an effective course of action; draw logical conclusions from available information; observe, recall and relate details from alleged crime scenes and witness interviews; exercise sound judgment in those situations unique to the investigator in the field; operate basic investigative equipment such as audio and video recorders and cameras.

A background check may be conducted for this classification.

All Kern County employees are designated "Disaster Service Workers" through state and local laws (CA Government Code Sec.3100-3109 and Ordinance Code Title 2-Administration, Ch. 2.66 Emergency Services). As Disaster Service Workers, all County employees are expected to remain at work, or to report for work as soon as practicable, following a significant emergency or disaster.