

INVESTIGATOR POSITION ANNOUNCEMENT

The State of New Mexico Judicial Standards Commission, located in Albuquerque, is accepting applications for an Investigator, an exempt (unclassified), at-will, full-time position, with benefits. The Investigator assists with the investigation and prosecution of matters before the Commission and the New Mexico Supreme Court involving the removal, retirement, or discipline of judges. Successful candidate must possess, exhibit, and maintain exemplary ethics and have no history of professional discipline. Position pays into and is subject to PERA retirement system. Target starting salary is \$19.231/hr - \$21.635/hr depending on experience and budget (Exempt Range 99 position with assigned salary range of \$16.009-\$25.014/hr).

Education - Associate's Degree in criminology, criminal justice, police science, or a related field.

Education Substitution - An additional two (2) years related experience (for a total of 7 years) as a peace officer, detective, investigator, or a related field will substitute for Associate's Degree.

Experience: Five (5) years work experience as a peace officer, detective, investigator, or in a related field. Experience in criminal, civil, and administrative law preferred.

Certification - Peace officer certification is desirable. Must be in good standing in New Mexico and all other states where licensure or certification is held.

Other: Must have and maintain clean driving record. Final selection dependent upon successful completion of a post-offer background check and verification of qualifications and history.

Required Knowledge, Skills and Abilities - Trial preparation, investigation, interview and surveillance techniques, official records retrieval, and evidence gathering. Researching, writing reports, all aspects of investigation, applying witness interview/interrogation techniques, gathering evidence and analyzing information, applying surveillance techniques, trial preparation, working well in team environment, and communicating with others effectively, both orally and in writing. Discretion and sound judgment, and adaptability to frequently changing priorities and high stress. Knowledge and experience of New Mexico law and court procedures, and fluency in Spanish are desirable assets.

WORK ENVIRONMENT & PHYSICAL DEMANDS - Work is performed in an indoor office environment and in the field; in-state travel is required; significant time is required for trial preparation and participation. Occasional exposure to graphic and/or sensitive material. Compliance with strict confidentiality mandates required.

TO APPLY: Please mail resume with letter of interest, writing sample, three (3) professional references, and salary history via U.S. Mail postmarked no later than March 18, 2011 to:

Randall D. Roybal
Executive Director & General Counsel
Judicial Standards Commission
P.O. Box 27248
Albuquerque, NM 87125-7248

No telephone calls, emails, faxes, or walk-ins accepted.