

**COUNTY OF MARIN**  
invites applications for the position of:

**District Attorney Investigator -  
(Temporary) Hate Crimes / Brown Act  
/ Insurance and Workman's Comp**

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**SALARY:** \$55.66 - \$67.49 Hourly  
\$4,452.80 - \$5,399.20 Biweekly  
\$9,647.73 - \$11,698.27 Monthly

**DEPARTMENT:** District Attorney's Office

**OPENING  
DATE:** 02/24/22

**CLOSING  
DATE:** 03/10/22 04:00 PM

**VACANCIES:** 2

**WEEKLY  
SCHEDULE:** 40 hrs.

**EQUAL  
EMPLOYMENT  
OPPORTUNITY:** The County of Marin is an Equal Opportunity Employer. Persons of color, women and individuals with disabilities are strongly encouraged to apply.

**INDIVIDUALS  
WITH  
DISABILITIES:** If you are a person with a disability and are unable to complete an online application or require an accommodation to participate in a recruitment, you must contact Human Resources at least five work days in advance of the testing step or interview. Please contact the Human Resources Staffing Division at (415) 473-2126 (CRS DIAL 711) .

**ABOUT US:**

At the County of Marin, our employees overwhelmingly report feeling their work is meaningful, they like the work they do, and they are proud to tell people "I work for the County of Marin." Discover more about us, our values and our organizational culture [here](#). Read on to find out more about this opportunity:

**ABOUT THE POSITION:**

The Marin County District Attorney's Office is recruiting for two (2) contingent District Attorney Investigators. One assignment supports Hate Crimes Investigations and the other supports Insurance and Workman's Comp Fraud Investigations. District Attorney investigators employ lengthy complex criminal investigative procedures and are expected to work with both State and Federal authorities when necessary. These are sworn law enforcement position and will also be required to conduct arrests when appropriate. See more detailed information on each assignment below:

**Hate Crimes and Brown Act Violations Investigator:**

The primary focus of this position will be to probe hate crime incidents within Marin County. They will proactively develop community relationships and participate in a variety of community outreach programs to further the spirit of community cooperation and become a go-to resource for the community to discuss and report hate crimes and their subsequent investigations. This investigator will help to develop new written guidelines and protocol for the County's law enforcement agencies in the investigation and prosecution of hate crimes.

This investigator will also be responsible for the assessment, investigation, and documentation of Brown Act violations (Ralph M. Brown Act, Gov. Code 54950.) It will be necessary for the investigator to attend on-going training seminars and certification courses related to Brown Act violations and become proficient in assessing and investigating any reported violations of a lack of transparency and public participation at local government levels.

**Insurance and Workman's Compensation Fraud Investigator:**

The primary focus of this position will be to probe insurance and workman's compensation fraud criminal activity within Marin County in the following areas:

- Automotive repair
- Automotive insurance
- Building contractor's services
- Medical malpractice
- Workman's compensation insurance claims

It will be necessary for the investigator to attend on-going training seminars and certification courses related to recognizing the different types of frauds and shall develop a system to properly investigate and document their observations. They will be expected to work with both State and Federal authorities when necessary, particularly the California Department of Insurance.

**ABOUT YOU:**

**The Highly Qualified Candidate for each position:** is well organized, detail-oriented, and performs thorough investigations. The candidate is a self-starter, is flexible in responding to changing priorities and assignments, and ensures that work meets set deadlines. They possess excellent interpersonal skills and are successful when working both independently and within a team environment. The candidate possesses clear written and verbal communication skills, a strong work ethic, good self-time management, and excels in a fast paced, progressive environment. Knowledge in the area of assignment is highly desired.

***We recognize your time is valuable, so please do not apply if you do not have at least the following required Minimum Qualifications:***

**Minimum Qualifications:** High school graduation or equivalent (GED) is required **and** two years as a full time Investigator assigned to an investigative unit in a law enforcement agency that demonstrates possession of the listed knowledge and abilities. Special training in criminal investigation may substitute for up to one year of required experience or college education in police science, criminal justice, criminology, or a closely related field may substitute for up to one year of the required experience on a basis of two years of education (60 semester or 90 quarter units) for one year of experience.

**Required Certificates and Licenses:**

- Must possess a current California Basic P.O.S.T. (Peace Officer Standard and Training) certificate or the equivalent as determined and certified by P.O.S.T. Individuals appointed are required to complete a 40-hour investigation and trial preparation module within the first 12 months of employment.



- This job class requires travel between various County and business-related locations. Employees who drive on County business to carry out job-related duties must possess a valid California driver's license for the class of vehicle driven and meet automobile insurability requirements of the County, including review of a recent DMV history. If a driver's license is required, at the time of the selection interview by the appointing authority, applicants will have to furnish a recent DMV driving record.

## ABOUT THE PROCESS:

All applicants will receive email notifications regarding their status in the recruitment process. Please be sure to check your spam settings to allow our emails to reach you. You may also log into your [governmentjobs.com](http://governmentjobs.com) account to view these emails.

**Testing and Eligible List:** Depending on the number of qualified applications received, the examination may consist of a highly qualified review, application screening, online assessment, written examination, oral examination, performance examination, or any combination to determine which candidates' names will be placed on the eligible list. This recruitment may also be used to fill future contingent hire needs that may arise.

**Important Information:** Pursuant to the Order of the Marin County Public Health Officer, it is required that all County employees confirm their vaccination status. Depending on work assignment and applicable Public Health Order, some employees may be required to be fully vaccinated and/or consent to weekly COVID-19 testing. To help mitigate transmission, an Order of the Marin County Public Health Officer requires all unvaccinated individuals to wear face coverings when indoors in workplaces and public settings. Masks are not required for employees that are fully vaccinated, however the County strongly recommends employees who are vaccinated continue to wear face coverings in all indoor office settings for the safety of our employees, visitors, and residents.

**Special Requirements:** Must not have been convicted of any crime for which the punishment could have been imprisonment in a federal penitentiary or state prison or any crimes which would prohibit employment in this position under state law. Shall be subject to a thorough background investigation.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.marincounty.org/jobs>

3501 Civic Center Drive  
Room 124  
San Rafael, CA 94903  
415 473-2126

[dooms@marincounty.org](mailto:dooms@marincounty.org)

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Position #0518-TC-22-02  
DISTRICT ATTORNEY INVESTIGATOR - (TEMPORARY)  
HATE CRIMES / BROWN ACT / INSURANCE AND  
WORKMAN'S COMP  
LC

## District Attorney Investigator - (Temporary) Hate Crimes / Brown Act / Insurance and Workman's Comp Supplemental Questionnaire

- \* 1. ***The minimum qualifications for this position are as follows:*** High school graduation or equivalent (GED) is required and two years as a full time Investigator assigned to an investigative unit in a law enforcement agency that demonstrates possession of the listed knowledge and abilities. Special training in criminal investigation may substitute for up to one year of required experience or college education in police science, criminal justice, criminology, or a closely related field may

*substitute for up to one year of the required experience on a basis of two years of education (60 semester or 90 quarter units) for one year of experience.*

**Required Certificates and Licenses:** Must possess a current California Basic P.O.S.T. (Peace Officer Standard and Training) certificate or the equivalent as determined and certified by P.O.S.T. Individuals appointed are required to complete a 40-hour investigation and trial preparation module within the first 12 months of employment.

Please select the statement that best describes your law enforcement investigations experience:

- ☐ I have less than one (1) year of experience as a full time investigator assigned to an investigative unit in a law enforcement agency.
- ☐ I have one (1) year, but not more than two (2) years, of experience as a full time investigator assigned to an investigative unit in a law enforcement agency.
- ☐ I have two (2) years or more of experience as a full time investigator assigned to an investigative unit in a law enforcement agency.
- ☐ I do not possess any experience as a full-time investigator assigned to an investigative unit in a law enforcement agency.

- \* 2. Are you substituting additional related education for up to one year of the required experience? (Additional related education may substitute for up to one year of the required experience on a basis of two years of education (60 semester or 90 quarter units) for one year of experience.)

☐ Yes   ☐ No

- \* 3. Please provide a detailed description of how you meet the minimum requirements for the position. For education, please list your degree in the education section of the application. For experience, please provide us with a detailed description of your qualifying experience including duties and responsibilities, the name of the employer(s) where you gained this experience and the dates worked.

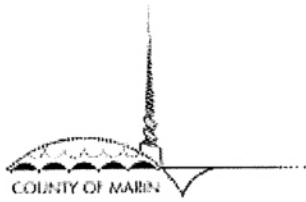
- \* 4. Do you possess a current California Basic P.O.S.T. (Peace Officer Standards & Training) certificate?

☐ Yes   ☐ No

- \* 5. Please select your assignment of interest below.

- ☐ Hate Crimes and Brown Act Violations
- ☐ Insurance and Workman's Compensation Fraud
- ☐ Either

- \* Required Question



**COUNTY OF MARIN**  
invites applications for the position of:

## **District Attorney Investigator (Fixed Term) - Real Estate Fraud**

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**SALARY:** \$55.66 - \$67.49 Hourly  
\$4,452.80 - \$5,399.20 Biweekly  
\$9,647.73 - \$11,698.27 Monthly

**DEPARTMENT:** District Attorney's Office

**OPENING DATE:** 02/24/22

**CLOSING DATE:** 03/10/22 04:00 PM

**VACANCIES:** 1

**WEEKLY SCHEDULE:** 40 hrs.

**FIXED TERM LENGTH:** 3 yrs.

**EQUAL EMPLOYMENT OPPORTUNITY:** The County of Marin is an Equal Opportunity Employer. Persons of color, women and individuals with disabilities are strongly encouraged to apply.

**INDIVIDUALS WITH DISABILITIES:** If you are a person with a disability and are unable to complete an online application or require an accommodation to participate in a recruitment, you must contact Human Resources at least five work days in advance of the testing step or interview. Please contact the Human Resources Staffing Division at (415) 473-2126 (CRS DIAL 711) .

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### **ABOUT THE POSITION:**

The Marin County District Attorney's Office is recruiting for one (1) full-time, fixed term District Attorney Investigator. The primary focus of this position will be to probe real estate fraud in Marin County. This position works in coordination with the Marin County Assessor/Recorder's Office and the Marin County District Attorney's Office Consumer Protection Unit, on matters of public education of real estate fraud and related real estate crimes. The investigator will interpret and explain real estate fraud as guided by State regulations and they will be expected to work with



both State and Federal authorities. This is a sworn law enforcement position and will also be required to conduct arrests when appropriate.

***This fixed-term position is initially funded through 2/14/2025. Please note, this position may end prior to 2/14/2025 if funding ceases or the work is complete. In addition, this position may continue after 2/14/2025 if funding is renewed or extended. Per PMR 48.2, fixed-term employees are not subject to Reduction in Force rights at the completion of the term.***

## **ABOUT YOU:**

**Our Highly Qualified Candidate:** The ideal candidate is well organized, detail-oriented, and performs thorough investigations. The candidate is a self-starter, is flexible in responding to changing priorities and assignments, and ensures that work meets set deadlines. They possess excellent interpersonal skills and are successful when working both independently and within a team environment. The candidate possesses clear written and verbal communication skills, a strong work ethic, good self-time management, and excels in a fast paced, progressive environment.

This assignment focuses primarily on real estate fraud and requires extensive knowledge of investigations in the following areas:

- Real estate fraud related to deed fraud
- HELOC fraud
- Escrow records and fraud
- Forged and fraudulent deeds
- Elder abuse
- Identity theft
- Sovereign citizen crimes and grand theft

The investigator should also be knowledgeable in the areas of:

- Deed of trust records
- Real estate documents related to the sale and purchasing of real estate
- Rules governing real estate transaction as prescribed by the Department of Real Estate

***We recognize your time is valuable, so please do not apply if you do not have at least the following required Minimum Qualifications:***

**Minimum Qualifications:** High school graduation or equivalent (GED) is required and two years as a full time Investigator assigned to an investigative unit in a law enforcement agency that demonstrates possession of the listed knowledge and abilities. Special training in criminal investigation may substitute for up to one year of required experience or college education in police science, criminal justice, criminology, or a closely related field may substitute for up to one year of the required experience on a basis of two years of education (60 semester or 90 quarter units) for one year of experience.

### **Required Certificates and Licenses:**

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- This job class requires travel between various County and business-related locations. Employees who drive on County business to carry out job-related duties must possess a valid California driver's license for the class of vehicle driven and meet automobile insurability requirements of the County, including review of a recent DMV history. If a driver's license is required, at the time of the selection interview by the appointing authority, applicants will have to furnish a recent DMV driving record.

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**Disaster Service Workers:** All County of Marin employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

**Special Requirements:** Must not have been convicted of any crime for which the punishment could have been imprisonment in a federal penitentiary or state prison or any crimes which would prohibit employment in this position under state law. Shall be subject to a thorough background investigation.

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Position #0518-22-02  
DISTRICT ATTORNEY INVESTIGATOR (FIXED TERM) -  
REAL ESTATE FRAUD  
LC

3501 Civic Center Drive  
Room 124  
San Rafael, CA 94903  
415 473-2126

[dooms@marincounty.org](mailto:dooms@marincounty.org)

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### **District Attorney Investigator (Fixed Term) - Real Estate Fraud Supplemental Questionnaire**

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☐ Yes   ☐ No

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- \* 4. Do you possess a current California Basic P.O.S.T. (Peace Officer Standards & Training) certificate?

☐ Yes   ☐ No

- \* Required Question