



County of Marin

District Attorney Investigator - Fixed-Term

SALARY	\$66.73 - \$80.91 Hourly \$5,338.40 - \$6,472.80 Biweekly \$138,798.40 - \$168,292.80 Annually	LOCATION	San Rafael, CA
JOB TYPE	Full Time, Regular	JOB NUMBER	0518-25-09
DEPARTMENT	District Attorney's Office	OPENING DATE	09/08/2025
CLOSING DATE	9/23/2025 11:59 PM Pacific	VACANCIES	1
WEEKLY SCHEDULE	40 hours	FIXED TERM LENGTH	3 years
EQUAL EMPLOYMENT OPPORTUNITY (EEO)	The County of Marin is an Equal Opportunity Employer. Persons of color, women, individuals with disabilities, veterans, and adults of all ages 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 on the [Department of Human Resources website](#). Read on to find out more about this opportunity.

ABOUT THE POSITION

The Marin County District Attorney's Office is the fiduciary for the Northern California Computer Crimes Task Force (NC3TF), which is in Napa County and is currently recruiting for one (1) full-time, benefited, three-year fixed term position as a Criminal Forensic Investigator (Investigator). This is a sworn law enforcement position.

Investigators of the NC3TF are highly trained and experienced peace officers who support various law enforcement agencies, including federal and state agencies, and will assist outside agencies, prosecutors with investigations and digital forensics.

The primary focus of this position is having investigative knowledge and skillsets in cell phone forensic software. The Investigator will process, examine, and analyze cell phones as part of their duties along with conducting criminal investigations. The Investigator will be interested or may have experience in doing computer forensics. The Investigator must also prepare detailed reports on forensic examinations performed and results obtained and may be required to testify in court as to findings and explain methodology used and how results were obtained.

Investigators of NC3TF conduct multi-jurisdictional investigations of High Technology Crimes, such as internet crimes, identity theft committed by means of electronic or computer related media, unlawful access of private/corporate/government computers and networks, and various thefts related to cellular and computer hardware and/or software.

The NC3TF field related responsibilities include investigations, interviewing, identifying, collecting, preserving, and maintaining the integrity of digital and multi-media evidence. The Investigator must clearly document the description and condition of evidence items and ensure a proper chain of custody is maintained by following the best practices for digital and multi-media evidence. The Investigator also must perform other related law enforcement duties including investigations, detentions and arrests as needed.

The Investigator must be knowledgeable in current laws, codes, policies and regulations in general as well as those specific to electronics and forensics. It will be necessary to attend on-going training seminars and certification courses that will require travel and time away from the office.

ABOUT YOU

Our Highly Qualified Candidate: is an experienced investigator and has experience in cellular forensics, evidence collection and preservation procedures, and is well organized, detail-oriented, and thorough. 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. An interest in the working knowledge of criminal forensics is highly desired.

QUALIFICATIONS

Knowledge of:

- Considerable knowledge of modern criminal investigative techniques and procedures.
- The methods and techniques of screening, evaluating, preparing, and preserving evidence and exhibits for trial.
- Laws of arrest, search and seizure, rights of citizens, rules of evidence, court procedures and rules of discovery.
- Criminal modus operandi, ballistics, and criminal laboratory techniques.
- Use and care of firearms.
- The following California codes: Civil; Business and Professions; Health and Safety; Penal; Vehicle; and Welfare and Institutions.
- Knowledge of criminal and civil prosecution procedures.

Ability to:

- Distinguish between criminal and civil prosecution.
- Obtain information through interview, interrogation, and observation.
- Perform well in a team environment and work independently.
- Provide accurate court testimony.
- Prepare concise written and oral reports.

- Speak effectively.
- Analyze, correlate, and evaluate information.
- Take photographs and process evidence.
- Prepare and execute search warrants and arrest warrants.
- Make arrests at necessary

MINIMUM QUALIFICATIONS

Education and experience:

- Must have a high school diploma or equivalent (GED).
- Must have two years of experience 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. Similarly, 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 college education (60 semester or 90 quarter units) for one year of experience.

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.
- Applicant must be current (active within 36 months and in good standing) with P.O.S.T. mandated trainings and provide P.O.S.T. ID for verification. Applicant cannot have any sustained allegations of 13510.8 penal code.

This job class requires travel between various County and business-related locations. Employees who drive for County business to carry out job-related duties must possess a valid California driver 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 license is required, applicants will have to furnish a recent DMV driving record at the time of the selection interview by the appointing authority.

Special Requirements:

If hired, the Investigator will be required to complete a 40-hour investigation and trial preparation module within the first 12 months of employment.

The successful candidate must successfully complete the training requirements per the California Penal Code (currently PC §13835.10) within the first year of employment.

The selected candidate must pass a background investigation as required for employment in a law enforcement agency. You will need to provide pre-employment access to your P.O.S.T. profile and your certification must be current and maintained throughout employment.

Candidates 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 that would prohibit employment in this position under state law. Chosen applicant shall be subject to a thorough background investigation and must pass a medical clearance and psychological evaluation.

IMPORTANT INFORMATION

For any questions concerning this position announcement, please contact Colleen Beck at Colleen.Beck@marincounty.gov

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 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.

The eligible list established from this recruitment will be used to fill the current vacancy and any future vacancies for open, fixed-term, full-time or part-time positions which may occur while the list remains active.

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.

Equal Employment Opportunity Employer: If you have questions regarding equal employment opportunities, please contact Roger Crawford, Equal Employment Opportunity Director, at 415-473-2095.

Employer

County of Marin

Address

3501 Civic Center Drive
Room 124
San Rafael, California, 94903

Phone

415 473-2126

Website

<https://www.hr.marincounty.gov/our-divisions/join-our-team>

District Attorney Investigator - Fixed-Term Supplemental Questionnaire

*QUESTION 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.
- If selected to start a background, you will need to provide pre-employment access to your P.O.S.T. profile and your certification must be current and maintained throughout 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. Possession of a valid California Driver's License, to be maintained throughout 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.

***QUESTION 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

***QUESTION 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.

***QUESTION 4**

Do you possess a current California Basic P.O.S.T. (Peace Officer Standards & Training) certificate that is active and in good standing? If yes, please list your certificate information in the Certificates and Licenses section of the application.

- ☐ Yes
- ☐ No

***QUESTION 5**

Do you possess a valid California driver's license?

- ☐ Yes
- ☐ No

***QUESTION 6**

I understand and agree that I will be required to complete a 40-hour investigation and trial preparation module within the first 12 months of employment

- ☐ Yes
- ☐ No

***QUESTION 7**

I understand and agree that if selected to start a background, I will need to provide pre-employment access to my P.O.S.T. profile and my certification must be current and maintained throughout employment. My P.O.S.T certification status is active.

- ☐ Yes
- ☐ No

***QUESTION 8**

Describe your investigative experience which includes your experience in cell phone forensics.

***QUESTION 9**

Please tell us how many warrants you have authorized, the types of warrants, and the date of the most recent warrant you authored and executed.

***QUESTION 10**

Do you have experience testifying in court involving cell phone forensics?

- ☐ Yes
- ☐ No

QUESTION 11

Do you have forensic training certification(s). If YES, please attach certification to application.

- ☐ Yes
- ☐ No

*** Required Question**