

Vacancy Announcement

FEDERAL PUBLIC DEFENDER OFFICE DISTRICT OF UTAH

Position Title: Investigator
Vacancy #2022-07
Position Location: Salt Lake City Utah

The Federal Public Defender for the District of Utah is accepting applications for a full-time experienced Investigator. The federal defender organization operates under authority of the Criminal Justice Act, 18 U.S.C. §3006A, to provide defense services in federal criminal cases and related matters in the federal courts by court appointment to individuals unable to afford counsel.

Job Description/Qualifications. Investigator is responsible for the investigation of assigned cases and assists attorneys in trial and sentencing preparation. Duties include locating and interviewing witnesses, victims, experts and law enforcement personnel; locating and gathering records, reports and documents; reviewing and analyzing discovery and other case documentation; serving subpoenas; visiting and recreating crime scenes. Applicants must possess the ability to establish and maintain good working relationships with individuals from diverse backgrounds and government agencies that interact with the office. The Investigator will utilize computer software for case management, trial presentations, spreadsheets, word processing, databases and graphics. Strong writing and interpersonal communication skills are essential, as is the ability to analyze legal issues from lengthy and complex records and to prepare comprehensive descriptive written reports and testify in court as needed. Spanish language proficiency desired, but not required.

Requirements. High school graduate or equivalent with a minimum of five years specialized investigative experience. Education above the high school level may be substituted for some of the experience. Applicants must be U.S. Citizens or eligible to work in and for the United States.

Salary and Benefits. This position is full-time with federal benefits that includes, in part, health benefits, life insurance, paid vacation and paid sick leave, paid holidays, and participation in the Federal Employees' Retirement System and Thrift Savings Plan. Salary dependent upon qualifications and experience. Salary is payable only by electronic funds transfer (direct deposit).

Conditions of Employment. Appointment to the position is contingent upon the successful completion of a background check and/or investigation including an FBI name and fingerprint check. Employees of the Federal Public Defender are members of the judicial branch of government; are considered 'at will' and can be terminated with or without cause.

Application Information. For consideration submit an application package in PDF format that includes a cover letter, resume and names and contact information for three work references who may be contacted to:

Federal Public Defender Office
Attn: Paula Thompson, Administrative Assistant
utx_reception@fd.org

Open Period: August 3, 2022 to August 18, 2022, 5:00 p.m. MST

Position is subject to continued availability of funding. The Federal Public Defender is an equal opportunity employer. Women, minorities and individuals with disabilities are encouraged to apply.