



NIAGARA COUNTY JOB POSTING

DATE POSTED: 3/31/2025 DEADLINE: 12/31/25

POSITION TITLE/ #: Criminal Investigator for District Attorney #9701

POSITION CLASS: Non-competitive

PAY RATE: \$30.12 - \$36.67 WEEKLY HOURS: 35

DEPARTMENT/DIVISION: District Attorney

WORK LOCATION: 175 Hawley Street, Lockport, NY 14094

POSTINGS OPEN TO THE PUBLIC:

STATUS FOR PUBLIC CANDIDATES: Permanent

DESCRIPTION: For a complete job description and minimum requirements please visit:
https://niagaracounty.com/Employment/Job_Specs_for_Civil_Service_Positions.php

This is specialized work in the office of the District Attorney involving the investigation of crimes, and criminal activity, interrogation and interviewing suspects and witnesses, gathering of evidence and other investigative duties. Under the direction of the District Attorney, the employee exercises considerable judgment in conducting investigations to which assigned. Conducts criminal investigations and coordinates and assists law enforcement officials from other agencies. Does related work as required.

**TYPICAL WORK ACTIVITIES: Assists in criminal investigations by collecting, and preserving evidence, reporting facts to the District Attorney for use in presentations to the Grand Jury in regard to all felony and indictable misdemeanor cases;
Conducts special investigations at the request of the District Attorney;
Assists in the investigation and preparation of all criminal cases brought to trial;
Interviews suspects and witnesses and takes written statements;
Acts as liaison officer between the District Attorney's Office and the various Federal, State and Municipal Police Agencies;
May serve subpoenas in criminal cases;
Compiles statistical data on various facets of criminal activity and maintains appropriate files on cases under investigation;
Performs other investigative duties as directed by the District Attorney.**

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and current or prior Police Officer Certification by the New York State Municipal Police Training Council;

AND: 1. Ten (10) years of satisfactory public sector experience as a sworn officer in New York State law enforcement, which primarily involved work performing the duties of a criminal investigator;

OR: 2. Graduation from a regionally accredited or New York State registered approved college or university with a Bachelor's Degree in Criminal Justice or related field and five (5) years of satisfactory public sector experience as a sworn officer in New York State law enforcement, which primarily involved work performing the duties of a criminal investigator.

Apply electronically at: <https://niagara-portal.mycivilservice.com/> or submit paper applications to: Niagara County Human Resources, 111 Main Street – Suite G2, Lockport, NY 14094

Applications, Job Specifications, Job Postings & Exam Announcements can be found here:
<https://niagara-portal.mycivilservice.com/>

Niagara County policy prohibits discrimination in employment, program activities, contracting, and procurement against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation, veterans status, national origin, or any other characteristic protected by federal or state law.

Niagara County is an Equal Opportunity Employer
Form Revised 4/4/2023