



# THE COUNTY OF STANISLAUS

DISTRICT ATTORNEY'S OFFICE



**Stanislaus County**  
now offers an employee  
bonus worth up to  
**\$10,000 or 21**  
**additional days of**  
**leave time!\***  
*\*See inside for details*

## CRIMINAL INVESTIGATOR I/II

\$79,580-\$107,827 Annually

Please apply by July 15, 2024

## ABOUT THE DEPARTMENT

The District Attorney's Office is responsible for the prosecution of all crimes or offenses that occur within the County. District Attorney staff represent the People of the State of California in criminal cases, provides support and assistance to crime victims and work in partnership with local law enforcement agencies to promote public safety. Our mission is to SEEK JUSTICE, SERVE JUSTICE, DO JUSTICE.

Our staff consists of approximately 154 full-time employees. This recruitment is being conducted to fill vacancies for the Stanislaus County District Attorney's Office and to establish an eligible list to fill future full-time and part-time vacancies. Eligible lists are normally good for six months and may be extended for up to one year.



*Interested in learning more about the District Attorney's Office  
Scan the QR code or visit <https://www.stanisalus-da.org>*

## THE IDEAL CANDIDATE

The DA's Bureau of Investigation is looking for confident, innovative and experienced candidates who can work independently and collaboratively with other law enforcement agencies to drive down crime in Stanislaus County. The ideal candidate will have experience in criminal investigative work, law enforcement technology and good people skills. The ideal candidate will have strong writing skills, experience writing search warrants and arrest warrants and a sound understanding of investigative techniques. The criminal investigator conducts a considerable amount of field work and collaboration with other law enforcement agencies. Criminal Investigators generally work a modified 4/10 schedule to meet job demands, and perform oncall duties on a rotational basis, including evenings and weekends and is subject to call-back, overtime and standby as needed.

The ideal candidate will have experience in trial preparation, evidence gathering and testifying in court which is vital to assist Deputy District Attorney's prosecuting criminal violations. The ideal candidate will have experience working in special assignments, and collaborating with other local, state and federal peace officers working together in a task force setting investigating gang, arson, narcotic, real estate fraud and auto theft crimes.

## TYPICAL TASKS

- Conduct criminal investigations;
- Assist other law enforcement agencies as requested;
- Arrest suspects;
- Prepare and serve search warrants;
- Locate and serve victims and witnesses subpoenas;
- Provide office security and safety;
- Transport Prisoners;
- Attend autopsies on homicide victims;
- Transport victims and witnesses, including children;
- Conduct Grand Jury and other specialized investigations;
- Travel out of state to perform investigations, including child recoveries.



## MINIMUM QUALIFICATIONS

### Knowledge

- Law enforcement procedures and criminal investigative techniques;
- Basic accounting procedures and their application to law enforcement investigations;
- Criminal law, evidence and court procedures;
- Interview techniques and report writing skills;
- Communication skills, proper sentence structure and word usage.

### Skills/Abilities

- Perform essential job functions including physical and manipulating skills;
- Communicate complex information both orally and in writing, in a manner that is understandable to others;
- Gather and analyze investigative data and perform mathematical calculations;
- Deal effectively with staff, citizens and public officials under conditions requiring integrity, initiative, resourcefulness, tact and good judgment;
- Remember names, faces and incidents and be thorough and observant;
- Possess essential Mental and cognitive skills;
- Recall data and interpret and apply oral or written materials and instructions;
- Remain alert and coherent and analyze situations accurately, think and act quickly in emergencies and adopts course of action.

### CITIZENSHIP REQUIREMENTS

Pursuant to Government Code Section 1031 applicants for peace officer positions must be legally authorized to work in the United States under federal law.

### LICENSE

Applicants must possess and maintain a valid California Driver's License and remain free from repeated preventable accidents.

## EDUCATION & EXPERIENCE

### CRIMINAL INVESTIGATOR I

- Graduation from high school or successful passage of the General Educational Development Test (GED); AND
- Three (3) years experience in law enforcement criminal investigative work; AND
- Possess an active California Basic POST or higher certificate.

### CRIMINAL INVESTIGATOR II

- Graduation from high school or successful passage of the General Educational Development Test (GED); AND
- Five (5) years experience in law enforcement criminal investigative work; AND
- Possess an active California Basic POST or higher certificate.

*Proof of education and a copy of each of your active California POST certificates are required for verification purposes at the time of application. Applicants who are unable to submit proof must call 209-525-5565 to make other arrangements before 5 pm on the final filing date. Failure to submit proof or make other arrangements before the final filing deadline will result in disqualification.*

## DESIRABLE QUALIFICATIONS

**In addition to the minimum qualifications, applicant screening may focus on the following desirable qualifications. Please list any of these qualifications you may have within the “Duties” section of the online application.**

- Five (5) years of experience in law enforcement as a sworn criminal investigator, detective or an equivalent position in California; AND
- Possession of an active California P.O.S.T. Intermediate Certificate.

## HIGHLY DESIRABLE QUALIFICATIONS

P.O.S.T. Intermediate and Advanced or specialty certificates. ICI Investigations certificates/training.





**STANISLAUS  
COUNTY HUMAN  
RELATIONS**

Take Your Place.



# JOIN OUR TEAM and receive a bonus worth **UP TO \$10,000** or 21 additional days of leave time!\*

\*EMPLOYEE CHOICE BONUS PLAN ALLOWS ELIGIBLE EMPLOYEES TO RECEIVE A BONUS WORTH \$5,000-\$10,000 OVER THREE ANNUAL INSTALLMENTS

## YOU CHOOSE: One month's worth of

Scan the QR code with a camera app to watch the Employee Choice Bonus Plan video!



### Cash Payout

Redo that kitchen or paydown debt.

*It's all yours.*



### Leave Time

Take a little extra time off and enjoy yourself.

*You've earned it.*



### Deferred Compensation

Reduce some taxable income and receive it later.

*Why not?*



**STANISLAUS  
COUNTY HUMAN  
RELATIONS**

Take Your Place.



**clubwellness**  
myclubwellness.org

# Employee Choice Bonus Plan

## UNDERSTANDING THE DETAILS



### JOIN OUR TEAM BY JUNE 30TH, 2025 TO BE ELIGIBLE!

The following Employee Choice Bonus Plan is designed to allow eligible employees, current active full-time employees or those hired full-time on or before June 30, 2025, to choose one of the three bonus incentive options (one-time option, non-revocable) they would like to receive:



#### Option 1 BONUS CASH PAYMENT

*(Default if employee declines to make a choice)*

- One month of salary (168 hours) paid in cash over three annual installments at the highest step or top of band of the classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.



#### Option 2 BONUS LEAVE TIME

- 168 hours of bonus leave time allocated within three annual installments.
- Bonus Leave Time would be administered in the same capacity as standard vacation including compensation rate, request and approval, and reporting expectations.
- Bonus Leave Time will have no cash value and cannot be cashed out at resignation, termination, or retirement.
- Must use the bonus leave time prior to the expiration date, as there is no carry over after the bonus leave time expires.



#### Option 3 BONUS DEFERRED COMPENSATION CONTRIBUTION

- One month of salary (168 hours) paid over three annual installments into the employee's Nationwide Deferred Compensation account at the highest step or top of band of classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.

### Eligibility for Employee Choice Bonus Plan



- Must be an active full-time employee on each vesting date and during the pay period of the payment date to receive each payment.
- Full-time employees on an unprotected unpaid leave on the vesting date are ineligible for that specific payment.
- Employees that separate from full-time service prior to a vesting date will no longer be eligible for that specific payment.
- Employees that receive one or two payments, separate from full-time service and then return to full-time service are excluded from eligibility to receive further payments of any kind.
- Employees that leave full-time service prior to receiving any payments, and then return to full-time service on or before June 30, 2025, are eligible to receive future payments in accordance with their new hire date.



## COMPENSATION & BENEFITS

Approximate Annual Base Salary:  
**\$79,580-\$107,827 Annually**

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County Criminal Investigators including:

- P.O.S.T. Certification Pay  
Intermediate: 6.5% of base salary  
Advanced: 10% of base salary
- 2.5% Bilingual Pay for eligible certified bilingual employees
- Excellent retirement benefits (2.7% at approximately age 57 formula)
- Medical, dental, vision, and basic term life insurance plans
- 2 weeks annual vacation upon entering County service
- 96 hours of sick leave annually
- 12 paid holidays annually
- Disability protection
- Optional participation in Flexible Spending Account programs
- Optional Supplemental Life & AD&D insurance plans
- Employee Assistance Program

Details available upon request

## RECRUITMENT INCENTIVES:

### Employee Choice Bonus Plan:

Stanislaus County now offers an employee bonus worth up to \$10,000.00 or 21 additional days of leave time! Visit [stanjobs.org](http://stanjobs.org) for details.

### Career Ladders:

We offer valuable tools to help plan your career with Stanislaus County. Find ways to grow and develop within the organization— from Accounting to Public Safety to IT.

### Learning Institute:

Whether you're a new employee or looking to acquire new skills, our Learning Institute offers a chance to take on new challenges and ways to consistently hone and improve skills.

## WELLNESS BENEFITS

The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce.

"Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.



## **CLASSIFICATION INFORMATION**

Unless otherwise provided, this position is part of the Stanislaus County District Attorney Investigators' Association (S.C.D.A.I.A.) for labor relations purposes. Incumbents are also subject to overtime, standby, callback, weekend, holiday and shift assignments.

The Job Task Analysis provides information detailing the physical and functional demands of the classification. For the complete job task analysis, visit the Risk Management website at <http://www.stancounty.com/riskmgmt/> under "Disability Management".

## **APPLICATION PROCEDURES/FINAL FILING DATE: July 5, 2024**

Oral Examinations are tentatively scheduled for the week of July 15, 2024

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

**Resumes will not be accepted in lieu of a completed application.**

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

## **RECRUITMENT ACCOMMODATIONS**

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodations Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form.

## **GENERAL QUALIFICATIONS**

- Pass County-paid pre-employment job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

## **APPLICATION AND/OR EXAMINATION APPEAL RIGHTS**

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

## **DISCLAIMER**

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understanding(s), and such information prevails over information contained in this flyer. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/ Human Resources.