

## CRIMINAL FORENSIC AUDITOR

**Title:** Criminal Forensic Auditor

**Salary:** \$36/hour; \$ 45,000/Year

**Location:** Onondaga County District Attorney's Office

The position of Criminal Forensic Auditor is a contract part-time position that is funded by the New York State Crimes Against Revenue Program (CARP) which requires new contracts to be issued yearly.

### Duties Description

The Criminal Forensic Auditor will work with an assigned Assistant District Attorney (ADA) to manage a caseload of financial and corruption related criminal offenses according to recognized investigative methods and techniques. This individual will work on cases referred by other investigative agencies, and also initiate investigation of cases referred to or developed by the District Attorney's Office. In conjunction with an ADA, he/she will be responsible for identifying and pursuing avenues of investigation; drafting search warrants; supervising or conducting interviews and interrogations; and processing and analyzing the related financial data to form sound conclusions regarding compliance with New York State laws and regulations. After arrest, this individual will also continue to work with the assigned ADA to prepare the case for grand jury presentation and trial, which may include appearing in court to present evidence.

The position requires the knowledge and the ability to apply accounting and auditing principles and general business practices along with the ability to analyze and comprehend accounting and bookkeeping records, financial statements, related reports and automated systems.

Candidate must be able to analyze and evaluate raw financial data and prepare comprehensive written investigative reports. This individual must possess the ability to perform detailed work involving written or numeric data and to make arithmetic calculations rapidly and accurately.

Ideally, candidate should possess a background in the criminal investigative or law enforcement fields, and have working knowledge of laws relating to criminal offenses articulated in the New York State Penal and Tax Laws. Candidate must be able to identify, collect, and assemble facts pertinent to financial investigations, and to prepare clear, concise written reports.

### Minimum Qualifications

Candidates must meet the following criteria:

A) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Master's Degree; OR graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's Degree and have two (2) years of professional work experience.

B) Educational or work background in forensic accounting, auditing, financial analysis or related fields.

C) No criminal convictions within the United States or while serving with a component of the United States Armed Forces and be willing to submit to drug testing and background investigation.

Interested candidates should send resume and cover letter to the attention of the Administrative Officer, and send to [daweb@ongov.net](mailto:daweb@ongov.net).