

TURKS AND CAICOS ISLANDS



**Specialist Investigative Officer**  
*(Principally based in Providenciales, TCI)*

**Role and Key Responsibilities**

- To conduct or have oversight of the conduct of investigations and inquiries into all contraventions or breaches of the Code of Conduct, provisions of the Constitution (relevant to the Commission), the Integrity Commission Ordinance, the Political Activities Ordinance, and the Bribery Ordinance.
- To conduct and manage investigations into allegations of corruption and to participate in good governance reviews of public bodies.
- Through the Senior Investigative Officer, to act as the Commission's liaison with the DPP, the RTCIPF on matters referred for further investigations and for prosecution.
- To assist the Senior Investigative Officer to manage the inflow of information, reports, and complaints to the Commission and to establish and manage an effective system to this effect.
- To provide expertise and advice on all investigative and enforcement related issues, which may include case management, intelligence gathering and/or liaison with international law enforcement agencies.
- To function as a member of the investigative and enforcement team reporting to the Commission through the Director.

**Qualifications/Experience:**

- The appointee should hold a good bachelor's degree or equivalent, in Law Enforcement, Forensic Auditing, Accounting, Law or similar and/or,
- A minimum of fifteen years substantially relevant experience is required in areas such as: complex financial crime investigations and criminal prosecution, fraud or corruption/forensic auditing or accounting, serious and organized crime.
- Significant proven experience in interviews and interrogation involving both cooperative and hostile witnesses, and subjects of investigations.
- Recent and relevant law enforcement experience with an international background of expertise would be particularly valued.

### **Technical and related Skills:**

- Comprehensive knowledge of investigative strategies, methodologies, and techniques, which may include experience in complex litigation strategy.
- Significant experience in covert and/or proactive and reactive policing would be particularly welcomed, which should involve cradle to grave complex investigations.
- Ability to conduct witness interviews, handle depositions or otherwise elicit relevant testimony.
- Strong writing and editing skills; experience collecting and reviewing documentation to identify relevant evidence.
- Outstanding ability in gathering, analyzing, and synthesizing information from multiple sources and/or formulating perspectives to make clear, timely and well-reasoned decisions and recommendations.
- Knowledge of the legal and government system in TCI or other Overseas Territory.
- Strong IT knowledge and the ability to drill down into IT systems and computerized data to discover hidden information.
- Good analytic and evaluation skills to identify procedural or compliance weaknesses, and strong problem- solving ability.

### **Competencies and other desirable qualities include:**

- Possession of the highest standards of integrity and probity and understanding of fiduciary responsibilities to the people of the Turks and Caicos Islands.
- The ability to work effectively in teams, as well as being able to work independently and under pressure.
- Ability to demonstrate cross-cultural sensitivity in sharing knowledge and information.
- Excellent oral and written communication and presentation skills and interpersonal skills.
- The applicant will particularly demonstrate suitability for a role that involves driving forward good governance, integrity, and anti-corruption messages in the sensitive political and fragile financial milieu of a small Overseas Territory.
- The operational focus is around those corrupt criminal elements which pose the greatest threat, risk, and harm to the communities of TCI, to ensure we are better able to serve the public and protect them from harm.
- Applications are sought from individuals who seek a challenging and rewarding role operating within an inclusive and friendly team. Applicants need to be motivated, dynamic, and enthusiastic with excellent interpersonal skills.
- A degree of flexibility is required as support may be required at short notice in response to changing circumstances.
- The post holder should have a high degree of personal resilience.
- Although not necessarily enshrined within current TCI legislation, applicants should be able to demonstrate a knowledge of law and procedures relating to RIPA, CPIA, Human Rights and covert policing methods.
- The ability to forge meaningful and productive relationships across a host of both internal and external partners is essential.

- It is anticipated that candidates will have completed a Serious & Complex Investigations Professional Development Portfolio, or similar historic course.
- The successful applicant will require the highest individual standards of confidentiality, honesty, integrity, tact, and diplomacy.

### **Remuneration**

Salary is \$70,000 per annum (circa) depending on qualification and experience (+ a rent allowance contribution of circa \$14,000 p.a.).

### **Specific requirement for TCI Integrity Commission Ordinance**

The successful candidate for this post will be required to file with the Governor a Declaration of Income, Assets & Liabilities pursuant to section 39 of the Integrity Commission Ordinance.

### **Application Procedure**

**Applicants are requested to submit their CV together with an accompanying letter demonstrating why they would wish to work with the Commission and what particular attributes they would bring to its work. Certified copies of qualifications as well as the names and letters of two referees must be submitted with your application.**

**The Deadline for the Submission of Applications is 30<sup>th</sup> September 2023.**

Please note that only applicants selected for an interview will be notified.

Applications should be returned to the Secretary, TCI Integrity Commission by email at [secretary@integritycommission.tc](mailto:secretary@integritycommission.tc); or [Info@integritycommission.tc](mailto:Info@integritycommission.tc) ; Tel. 946-1941