



OFFICE OF
INSPECTOR GENERAL
U.S. DEPARTMENT OF THE INTERIOR

The Office of Inspector General for the Department of the Interior is seeking a highly skilled Investigative Counsel (Attorney-Advisor) GS-905-15 to join the OIG's team. The OIG is consistently ranked as number 1 in the best places to work in the Department of the Interior and also places in the top ten percent for all federal agency subcomponent offices in the best places to work rankings created by the Partnership for Public Service. In 2019, we ranked fifth among OIGs in the best places to work rankings.

The position is in the Special Investigations and Reviews (SIR) Division of the Office of Investigations. SIR is a national program responsible for investigating serious and often sensitive and complex misconduct and mismanagement allegations involving senior-level Department of the Interior employees. Investigative Counsel:

- Conducts investigations of potential violations of criminal, civil, or administrative statutes, regulations, rules or policies, including developing investigative plans, preparing for and conducting interviews of witnesses and subjects, and reviewing emails and other documentary evidence;
- Prepares legal documents and other materials in connection with ongoing investigations, including subpoenas and document requests, analytical memoranda, and reports of interview;
- Conducts legal research and advises OIG leadership on substantive legal matters encountered during investigations, including determining legal precedent applicable to investigations, applying criminal, civil, and administrative laws to specific fact patterns, and assessing sufficiency of evidence following investigative activities;
- Drafts reports of investigations or other analytical written products that present complex fact patterns, explain governing laws, rules, and policies, and analyze evidence gathered in an investigation; and
- Reviews evidence and information or allegations concerning conduct of senior-level Departmental employees that may violate governing law, regulations, rules, policies, and standards of conduct. Conducts legal research and provides legal guidance on the scope and conduct of investigations.

The ideal candidate will have a minimum of 5 years of legal experience after passing the bar exam, preferably with experience in a medium or large OIG. The candidate should possess experience conducting or supporting investigations of potential violations of criminal, civil, or administrative statutes, regulations, rules, or policies; developing investigative plans, and preparing for and conducting interviews of witnesses and subjects; and drafting reports of investigations or other

written products that analyzed evidence related to potential violation of law, rule or policy. The candidate must meet the high ethical and integrity standards of the OIG and embrace the organizational values of objectivity and independence, integrity, and getting results. The candidate must thrive in a fast-paced environment that values open communication, feedback, and constructive dialogue from all levels in the organization.

Interested applicants should send their resume to Director, Special Investigations and Reviews, Deborah Raviv at Deborah_raviv@doioig.gov. Resumes will no longer be accepted after December 18, 2020.