



MARK P. HABY
38th Judicial District Attorney
Medina, Real and Uvalde Counties

Employment Opportunity Posting

POSITION: Criminal Investigator (Tx Peace Officer)
SALARY: **\$47,914.08**
LOCATION: 38th Judicial District Attorney's Office
3102 Avenue G
Hondo, Texas

CRIMINAL INVESTIGATOR

The Office of the District Attorney, 38TH Judicial District has an opening for a Criminal Investigator to assist Prosecutors in the investigation and prosecution felony crimes. Looking to fill this position January 2020.

JOB SUMMARY:

Conducts investigations and provides support for the trial of criminal cases. Provides evaluation and analysis of the investigative work completed by law enforcement agencies. Performs other duties as directed by the District Attorney or the Chief Investigator.

General Duties:

Works closely with the prosecutors, review and work up criminal cases as assigned. Assists in court during regular scheduled dockets. Locate and interviews victims, witnesses, and other persons deemed to be relevant to the case.

Case Intake and review.

Assists in the presentation and preparation of courtroom/trial material.

Testifies in court when necessary.

Assists local law enforcement agencies with criminal investigation as required.

Serves citations and subpoenas as required.

Assists in preparation and execution of arrest and search warrants.

REQUIREMENTS:

High school diploma/GED; currently Licensed as a Texas Peace Officer, Advanced TCOLE Certification preferred but not required. Eight (8) years law enforcement experience, with a minimum of Five (5) years of investigative experience is a must. Must possess or be willing to obtain a TCOLE instructors license. Spanish speaking a plus, but not required. Good computer skills; working knowledge of spreadsheet, word processing and database software; good verbal and written communication and organizational skills; interpersonal skills and ability to deal effectively with the public and victims of crime and their families. Must be able to complete projects and tasks in a in a timely and accurate manner. Knowledge of TCIC/NCIC databases.

About This Office

The 38TH Judicial District is comprised of Medina, Uvalde, and Real Counties and is located next to and west of San Antonio, Bexar County, Texas. We are looking for a highly self-motivated hardworking criminal investigator, who is passionate about combating crimes in our communities. Salary is \$47,914.08, benefits provided through Uvalde County, all required professional dues paid, take home vehicle provided if residence is within the district.

Send resume to:

Debra Lankford – Chief Investigator
Email: debra.lankford@38thda.org

Questions regarding this position may be directed to Debra Lankford at: 830-741-6187 ext. 110