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**Job Title: Investigator**  
**Department: Sheriff's Department**

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The intent of this listing is to give a general indication of the level of difficulty and responsibility of this position. This position conducts routine investigations of crimes or suspected criminal activity. The Investigator reports to the Lieutenant Investigator.

**Job Summary**

Under general supervision, conducts routine investigations of crimes or suspected criminal activity committed in the county in order to ensure enforcement of state and local laws, relating to public safety and welfare. The Investigator works under stressful, high risk conditions. Duties include thorough knowledge of Sheriff's Department's methods, policies and procedures; state/local criminal laws; and extensive knowledge of investigative methods and procedures, rules of evidence and legal rights of accused persons and law enforcement officers. The Investigator must have considerable knowledge of the methods used in the interrogation of witnesses and suspects and in the collection and preservation of evidence. The Investigator reports to the Lieutenant Investigator.

**Essential Functions**

1. Investigates all crimes assigned by interviewing complainants, victims and witnesses; gathers physical evidence and preserves for court; and gathers fingerprints and photographs from initial crime scenes.
2. Participates in surveillance and undercover operations.
3. Apprehends, arrests and detains criminals, suspects and law violators when necessary; and follows proper procedures when making arrests.
4. Informs superiors of the progress of investigations as required.
5. Prepares cases for court and submits case files to proper authorities/agencies; provides prosecution in preliminary hearings or as required.
6. Cooperates with other law enforcement departments/agencies by conducting investigations, providing assistance as needed.
7. Submits written reports of activities regarding assigned cases as required.
8. Maintains relationships with confidential informants for obtaining information on criminal related activities.
9. Maintains required level of proficiency in the use of firearms, and evasive action/driving skills.
10. Operates and maintains county vehicle, computer, copier, various law enforcement equipment, firearms, two-way radio, surveillance equipment, camera, fingerprint kit, etc.
11. Serves warrants, subpoenas or other writs as appropriate.
12. Works under stressful, high risk conditions.
13. May perform duties related to the care and utilization of a drug dog.
14. Assists other officers as needed.
15. Performs other related duties as required.



**Qualifications**

1. High school graduate with three to five years of law enforcement experience or any equivalent combination of education and experience.
2. Must have successfully completed the prescribed courses of study at the S.C. Criminal Justice Training Academy.
3. Must have a valid S.C. driver's license.
4. Must supply a copy of an approved credit report.
5. A criminal background check will be completed on selected applicant if a current one (less than 3 years old) is not on file.

**Requirements**

1. Must have considerable knowledge of the functions and the interrelationships of federal, state and local law enforcement agencies.
2. Must be able to identify information of a criminal nature with a view toward subsequent prospective action.
3. Must have extensive knowledge of criminal behavior and methods of operation, and maintain effective relationships with personnel of the Sheriff's Department, other law enforcement officers/agencies and members of the public through contact and cooperation.
4. Must have knowledge of the maintenance and use of investigative equipment.

**Salary DOQ w/ State Benefits**

**Apply in the Darlington County Administrator's Office, 1 Public Square, Room 210 (Courthouse), Darlington, SC 29532 or obtain an application online at [www.darcosc.com](http://www.darcosc.com); then mail to above address or email to [gwinburn@darcosc.net](mailto:gwinburn@darcosc.net)**

RESUMES WILL NOT BE ACCEPCTED WITHOUT A COMPLETE APPLICATION

**AN EQUAL OPPORTUNITY EMPLOYER COMPLY WITH ALL FEDERAL AND STATE LAW AS THEY APPLY TO EMPLOYMENT**