

## TEST PLAN

### INVESTIGATOR 2 - #5232

1. Minimum Qualifications Screening
2. Agency may:
  - develop test questions and criteria at the time of recruitment, or
  - use the core supplemental self assessment test that has been developed on:

A. Investigative Expertise	50%
B. Interviewing Skills	15%
C. Communication Skills	15%
D. Investigative Laws, Rules, etc.	<u>20%</u>
	100%
3. Those ranking highest on the test will be invited to participate in the next phase of the selection process.
4. If you are hired, certain knowledge and skills will be assessed during your trial service period.

#### MINIMUM QUALIFICATIONS

- two years of recent (within the last five years) investigative experience **which included** gathering facts, collecting evidence, examining records, **and** conducting interviews to verify or disprove claims of suspected law violations.

College-level courses in law enforcement, criminal justice, law, accounting, auditing, or a closely-related field may be substituted on a year-for-year basis for up to one year of the required experience.

#### MOTOR VEHICLES DIVISION OPTION

- two years of recent (within the last five years) investigative experience **which included** gathering facts, collecting evidence, examining records, **and** conducting interviews to verify or disprove claims of suspected law violations..

Experience processing motor vehicle transactions or college-level courses in investigation, law, or closely-related field may be substituted on a year-for-year basis for up to one year of the required experience.

#### EMPLOYMENT DEPARTMENT OPTION

- two years of recent (within the last five years) investigative experience **which included** gathering facts, collecting evidence, examining records, **and** conducting interviews to verify or disprove claims of suspected law violations.; **OR**
- two year of adjudicating experience identifying issues; conducting investigations; documenting pertinent facts; applying laws, administrative rules, regulations, and policies; and writing administrative decisions.

College-level courses in law enforcement, criminal justice, law, accounting, auditing, or a closely-related field may be substituted on a year-for-year basis for up to one year of the required experience.

#### DEPARTMENT OF CORRECTIONS OPTION

- two years of recent (within the last five years) investigative experience **which included** gathering facts, collecting evidence, examining records, **and** conducting interviews to verify or disprove claims of suspected law violations.; **OR**
- two years of recent (within the last five years) investigative experience within an institutional setting which **included** conducting inmate interviews to gather facts, collecting evidence, performing searches, **and** documenting violations of administrative or criminal regulations for the purpose of disciplinary or other reports.

College-level courses in law enforcement, criminal justice, law, accounting, auditing, or a closely-related field may be substituted on a year-for-year basis for up to one year of the required experience.