



Investigation Unit – TDOC Special Agent - East Tennessee

JOB ANNOUNCEMENT: Special Agent, Executive Service, Salary Range \$3,560 - \$6,406/month.

The TDOC Special Agent position is assigned to the Office of Investigations and Compliance's (OIC) Investigations Unit (IU), and is the law enforcement branch of the TDOC. The Special Agent possesses state wide law enforcement authority and conducts both criminal and administrative investigations of offenses relative to or affecting the TDOC. This position is based out of Crossville, Tennessee, with significant travel throughout east Tennessee to include: Bledsoe, Morgan, and Johnson counties.

Special Agents perform all duties consistent with that of a sworn Tennessee law enforcement officer to include:

- Make criminal arrests and serve outstanding criminal warrants and summons
- Conduct criminal and administrative investigations, to include occasional undercover work
- Assist other law enforcement agencies by providing information and assisting in criminal investigations related to TDOC interests
- Appear in court to give testimony
- Must be able to respond immediately to major crimes and incidents, including unexpected overtime and potential overnight trips
- On call 24 hours / 7 days a week; nights / weekends / holidays / overnight stays
- Proficient report writer, proficient in Microsoft Office
- Prepares affidavits for criminal search warrants and or administrative subpoenas
- Willing to attend and successfully complete all training requirements and academies, to include, but not limited to: Tennessee Correction Academy, Tennessee Law Enforcement Training Academy, Tennessee Bureau of Investigation Basic Criminal Investigation School, Reid Interview and Interrogation, firearms qualification course, etc

Minimum Qualifications:

Bachelor's degree from an accredited college or university and three (3) years of experience as a police, correction, or probation/parole officer. Experience performing or instructing in criminal investigation work in a government setting, law enforcement, professional criminal law, and/or similar related field may substitute for the required education on a year for year basis. Police Officer candidates must be POST certified.

All applicants must be a U.S. Citizen, 21 years of age, and possess a valid Tennessee driver's license at the time of hire. Applicants must successfully pass a structured interview, meet medical and psychological qualifications, and complete a background check. Applicants must be willing to and able to qualify with, carry, and use assigned weapons. Candidate must participate in pre-employment, random and all other drug and substance abuse testing as required by departmental policies and procedures.

To apply, submit a letter of application, resume reflecting education and specific positions held, and three professional references. Applications materials should be submitted to Amy Mullins by e-mail at amy.mullins@tn.gov by Friday, August 26, 2016.

Pursuant to the State of Tennessee's policy of non-discrimination, the Tennessee Department of Correction (TDOC) does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, or military service in its policies, or in the admission or access to, or treatment or employment in, its programs, services or activities.