



GEORGIA BUREAU OF INVESTIGATION JOB VACANCY NOTIFICATION #18-001

POSTED: November 1, 2017

DEADLINE: November 30, 2017

JOB TITLE: Special Agent

JOB CODE: 17456

PAY GRADE: LJ

POSITION NUMBER: Various

LOCATION: Statewide

SALARY: \$48,592.80 annually - Non-negotiable - See Note

Note: Salary is non-negotiable. The GBI will follow State Board Rules for current state employees.

This is a sensitive government position.

SPECIAL NOTE: Email is the form of communication regarding this announcement. Please check your email periodically (including your spam folder) for information that may require action from you.

Applicants should add humanresources@gbi.ga.gov to their email contact list. Due to the high volume of applications, we request that applicants use email communication for all inquiries.

Applicants **MUST** click the `Apply` button at the bottom of this page to apply for this announcement.

DUTIES AND RESPONSIBILITIES:

rained to conduct criminal investigations of all types, to assist local law enforcement in criminal investigations; conducts criminal investigations as part of on-the-job training, including interviewing victims, suspects, and witnesses, gathering pertinent information, and conducting arrests, searches, and seizures; testifies in court; prepares case reports of criminal investigations; and performs other duties in compliance with established GBI and work unit policies.

MINIMUM QUALIFICATIONS:

Completion of an undergraduate degree from an accredited four year college or university, a passing score on the Special Agent Test, at least 21 years of age, and a citizen of the United States.

Note: Applicants who do not have a Bachelor`s degree may take the exam if they are graduating with a Bachelor`s degree no later than May 31, 2018. See below for test dates, times and locations.

Necessary legal requirement: incumbents in this job are by law considered to be peace officers. Therefore, applicants must meet the standards prescribed by the Georgia Peace Officer Standards and Training Council (P.O.S.T.).

PREFERRED QUALIFICATIONS:

Completion of an undergraduate degree from an accredited four year college or university with a major in Criminal Justice, Criminology, Accounting, Business, Finance, Computer Science, Psychology or a Foreign Language;

OR

Completion of an undergraduate degree from an accredited four year college or university and two years of experience as a uniformed police officer and/or criminal investigator. Applicants who are currently Georgia P.O.S.T. certified in Basic Law Enforcement and in good standing with P.O.S.T. may be given preference.

Applicants currently P.O.S.T. certified are responsible for ensuring they have their 20 hours of annual training, to include firearms re-qualification and use of deadly force. Please take time to check your training record.

AVAILABILITY:

Applicants for Special Agent must be willing to accept a job assignment anywhere in the state.

MEDICAL STANDARDS:

Vision Requirements:

Distant vision - minimum vision of 20/20 in one eye and 20/40 in the other eye, corrected (with glasses or contact lenses), and minimum of 20/200 in each eye, uncorrected (without glasses or contacts).

Near vision - minimum of 20/40, corrected or uncorrected in each eye. Adequate depth perception and the ability to distinguish colors.

Peripheral vision - at least 70 degrees in each eye. Additional medical standards must be met prior to employment.

APPLICATION INSTRUCTIONS:

Applicants MUST click the `Apply` button at the bottom of this page to apply for this announcement.

ADDITIONAL INFORMATION:

Test Dates and Locations:

Wednesday, Thursday, & Friday, December 20 - 22, 2017 - Decatur, GA

Monday, January 8 & Tuesday, January 16, 2018 - Atlanta, GA

Tuesday, February 6 and 13, 2018 - Atlanta, GA

Saturday, February 10, 2018 - Forsyth, GA

Note: Only applicants who complete and submit an on-line application will receive email notification with a link to schedule a test appointment. The notification will consist of the link to schedule a test appointment, testing dates and times, and the physical address for testing locations.

You may only take the test one time during this testing period. Attempts to take the test more than once during this testing period will result in disqualification.

EXAMINATION INFORMATION:

This job announcement is subject to close at any time once a satisfactory applicant pool has been identified. The effective date of hire will be determined based on the availability of funds.

EXAMINATION SUBJECTS:

The exam subject areas are:

- A. Observation/memory (video based)
- B. Reading Comprehension
- C. Reasoning/problem-solving/decision-making

There are no study materials available for the test.

FOOTER:

Consideration for employment is contingent upon the completion and satisfactory results of a GBI background investigation (including criminal, credit and driver`s history checks), polygraph examination, fingerprinting and drug screening.

If you have questions regarding the Special Agent hiring process you may contact the GBI Human Resources Office at humanresources@gbi.ga.gov.

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