

**City of New York  
DEPARTMENT OF INVESTIGATION  
Job Vacancy Notice**

<b>Civil Service Title:</b> Inspector General	<b>Level:</b> M5
<b>Title Code No:</b> 31145	<b>Salary:</b> \$103,355 - \$220,796
<b>Office Title:</b> Co-Inspector General	<b>Work location:</b> 180 Maiden Lane
<b>Division/Work Unit:</b> OIG-NYPD	<b>Number of Positions:</b> 1

**Job Description**

The New York City Department of Investigation (DOI) is one of the oldest law enforcement agencies in the country with a mission of combating municipal corruption. It serves the people of New York City by acting as an independent and nonpartisan watchdog for New York City government, City agencies, and City employees, vendors with City contracts, individuals and entities that receive City funds.

The Department of Investigation's Office of Inspector General for the New York Police Department ("Office" or "OIG-NYPD") is authorized to "investigate, review, study, audit and make recommendations relating to the operations, policies, programs and practices," of the New York City Police Department ("NYPD"), with the goals of enhancing effectiveness of the police department, increasing public safety, protecting civil liberties and civil rights, and increasing the public's confidence in the police force.

The Co-Inspector General, working as one of two Co-Inspectors General, will oversee a multi-disciplinary office of investigative analysts, deputy inspectors general, assistant inspectors general, outreach staff, and support personnel in performing analyses of various aspects of NYPD policies, practices, and operations in order to identify deficiencies, issue substantive public reports, and develop actionable recommendations for improvements to the NYPD. The Co-IG will also take on the role of an executive project manager, that includes creating structure and guidance to ensure efficient and exact project/investigative management. This function includes reviewing, revising, and providing quality control for substantive systemic investigative reports related to NYPD policies, operations, and practices. The Co-IG will be involved in all aspects of managing the unit (including personnel decisions, managing staff, overseeing office operations, assessing needs and resources, etc.). The ideal candidate, working with investigative staff, should be able to analyze investigatory evidence, and structure, draft, and edit analyses and recommendations into crisp, focused, cohesive reports.

Specific responsibilities of the Inspector General are:

- Overseeing and guiding the office's systemic investigations, analyses, and evaluations of NYPD policies, operations, and practices.
- Managing the production of investigative reports to ensure that they are written clearly, concisely, and accurately, with practical and actionable recommendations for reforms. Including providing input into the drafting of investigative plans and administrative requests.
- Creating management systems to ensure that investigative staff stay maintain progress and meet deadlines during the course of systemic investigations and reviews.
- Balancing a wide range of investigative matters and other projects with varying deadlines.
- Participating in recruitment, hiring, and management of staff.
- Building and maintaining constructive relationships with NYPD and other City and government officials, as well as community members and advocacy groups, to obtain data, understand community concerns, and inform the public of OIG-NYPD's work.
- Representing OIG-NYPD and its work in a variety of settings, including meetings with and presentations to external groups.
- Maintaining familiarity with current policing issues, both at NYPD and nationwide, to identify possible areas of concern and topics for further review.
- Providing updates to DOI's Executive staff as required.
- Working in partnership with the Co-IG in overseeing operations and administration of the office.

If selected, the candidate will be fingerprinted and undergo a background investigation. In addition, because the position has a law enforcement and/or investigative function, the candidate's consumer credit history will be reviewed during the background investigation, as permitted by NYC Administrative Code § 8-107(24)(b)(2)(A).

### **Qualification Requirements**

1. A baccalaureate degree from an accredited college or university and four years of full-time experience in investigation, auditing, law enforcement, law security, management analysis, or in a major operational area of the agency to which the assignment is to be made; at least 18 months of which must have been in a supervisory, administrative, managerial or executive capacity, and the approval of the Commissioner of Investigation; or
2. Education and/or experience equivalent to “1” above. However, all candidates must have the approval of the Commissioner of Investigation and 18 months of supervisory, administrative, managerial or executive experience; or 18 months of experience in the exercise of discretion and professional judgment in significant policy matters related to criminal justice or areas particularly relevant to the Office of the Inspector General to which the candidate would be assigned.

### **Preferred Skills**

1. Juris Doctor and/or other relevant degree in criminal justice, law enforcement, or social sciences.
2. Ten or more years of investigative, legal, or oversight experience conducting and supervising complex investigations.
3. Seven or more years of demonstrated project management experience, with an ability to multi-task effectively, meet and enforce deadlines, and consistently work at a high level of competence, even in high-pressure situations.
4. Ability to identify and optimize work flow.
5. Demonstrated leadership and management experience, including recruiting, hiring, supervising, developing multi-level staff, and strategizing with senior leadership.
6. The ability to comprehend, synthesize, and communicate complex policy perspectives, legal issues, and analytical data in a clear, effective, and simplistic manner.
7. Excellent writing and editorial skills, with particular emphasis on the drafting and editing of substantive investigative public policy reports.
8. Excellent interpersonal skills with the ability to interact with a diversity of backgrounds and perspectives. An advanced ability to communicate effectively with a variety of personnel at DOI, NYPD, other law enforcement agencies, officials within New York City government, as well as with individuals from legal, research, and advocacy organizations.
9. Strong oral communication skills, and conflict resolution skills.
10. Highest professional and ethical standards.

### **Additional Information**

As a prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education’s website at <https://studentaid.gov/pslf/>

### **To Apply**

All applicants, including current City Employees may apply by going to <https://cityjobs.nyc.gov/> and search for the specific Job ID #717691

Please do not email, mail, or fax your resume to DOI directly. Submissions of resumes do not guarantee an interview. Due to the high volume of resumes DOI receives for positions, only selected candidates will be contacted.

Appointments are subject to Office of Management & Budget approval for budgeted headcount

### **Residency Requirement**

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

**Post Date: 6/26/2025**

**Post Until: 12/23/2025**

**JVN: 032-2025-717691**

**The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.**