



**State of New York
Offices of the Inspector General**

Investigative Counsel – Albany

The Office of the New York State Inspector General [“NYSIG”], as established by Executive Law Article 4-A, is entrusted with the responsibility of ensuring that New York State government, its employees, and those who work with the State meet the highest standards of honesty, accountability, and efficiency. The Office of the New York State Welfare Inspector General [“OWIG”], as established by section 74 of the Executive Law, is responsible for maintaining the integrity of New York State’s public assistance programs. The Office of the New York State Workers’ Compensation Fraud Inspector General [“WCFIG”], as established by section 136 of the Workers’ Compensation Law, is responsible for investigating violations of the laws and regulations pertaining to the operation of the workers’ compensation system. The Office of the Gaming Inspector General [“GIG”], as established by the Upstate New York Gaming and Economic Development Act, has the duty to receive and investigate complaints from any source concerning allegations of corruption, fraud, criminal activity, conflicts of interest or abuse in the Gaming Commission.

Collectively, the four offices are known as the Offices of the Inspector General [“OIG”].

Job Description

OIG conducts in-depth investigations and analysis of alleged criminal wrongdoing, corruption, conflicts of interest, fraud and abuse in New York State agencies/entities which fall under the jurisdiction of NYSIG, OWIG, WCFIG and GIG. The Investigative Counsel manages the investigation as it progresses, as well as conducts interviews, issues document demands and subpoenas, and assists in drafting all case file documents. The Investigative Counsel provides guidance and works collaboratively with investigators and auditors to investigate cases and prepare written reports and audits containing the Inspector General’s findings and recommendations. The Investigative Counsel ensures that all legal and evidentiary requirements are met for assigned cases, coordinates all interviews, and serves as the principal liaison to the agency in question, which includes communicating with local, state and federal officials. The Investigative Counsel works with agencies to improve policies and establish best practices; and when investigations uncover criminal conduct, the Investigative Counsel will often refer for prosecution to the applicable federal, state and/or local prosecutors.

OIG seeks Investigative Counsel for office based in Albany.

Minimum Qualifications

Candidate must have a Juris Doctorate with admission to practice in the State of New York and be in good standing with the bar, with a recommended minimum of 5 years of legal practice, preferably within an investigative context. Prior prosecutorial experience is not required but highly preferred. Candidates should have a working familiarity with New York State laws and agencies. Candidates with a background in white collar crime, contracts and procurements, insurance and/or health industry, and other complex frauds are encouraged to apply.

Overall, ideal OIG candidate possesses sound judgment, strong oral and written communication skills, is an excellent legal researcher, and has significant interview and/or deposition experience. The ideal candidate has a collegial attitude, is a self-starter, works well independently, and is a highly adept multitasker. Additionally, candidate must be willing and available to work unscheduled hours as necessary. Some travel is required.

New York State Residency is Required. This is a Management Confidential position that is appointed by the Inspector General. The salary range is \$82,383-\$104,135 (Grade M-1 equivalent).

To Apply:

Please email resume and cover letter, with “Investigative Counsel” in the subject line, to:

jobs@IG.NY.gov

<p>The State of New York does not discriminate on the basis of race, color, national origin, sex, age, sexual orientation, religion or disability in the admission to, access to or employment in our programs or activities. Reasonable accommodation will be provided upon request. The State of New York is an Equal Opportunity Employer.</p>
