

DATE: AUGUST 29, 2016
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INSURANCE FRAUD INVESTIGATOR, SUPERVISOR
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF REVENUE
INSURANCE COMMISSION
OFFICE OF INSPECTOR GENERAL - IC
RALEIGH

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: *****INTERNAL*****
SPECIAL QUALIFICATIONS DESIRED: TO SUPERVISE
BECKLEY/CHARLESTON FIELD OFFICES PREDOMINANTLY
FROM BECKLEY OFFICE.
JOB DUTIES: SUPERVISE OTHER FRAUD UNIT
INVESTIGATORS IN CONDUCTING INSURANCE FRAUD
INVESTIGATIONS. ASSIGN AND REVIEW WORK, PROVIDE
DIRECTION AND GUIDANCE AS WELL AS TRAINING TO OTHER
INVESTIGATORS AND CONDUCT EVALUATIONS OF
SUBORDINATES. CONDUCT COMPLEX INSURANCE FRAUD
INVESTIGATIONS AND PRESENT THE CASES TO THE
APPROPRIATE PROSECUTION AUTHORITY.

REQUIREMENTS: TRAINING: BACHELOR'S DEGREE FROM AN ACCREDITED
FOUR-YEAR COLLEGE OR UNIVERSITY.
SUBSTITUTION: EXPERIENCE AS DESCRIBED BELOW MAY
BE SUBSTITUTED FOR THE REQUIRED TRAINING ON A
YEAR-TO-YEAR BASIS.
EXPERIENCE: FIVE YEARS OF FULL-TIME OR EQUIVALENT
PART-TIME PAID EXPERIENCE IN CRIMINAL
INVESTIGATIVE WORK INVOLVING PREPARING CASES FOR
CRIMINAL PROSECUTION.
SPECIAL REQUIREMENTS: POSSESSION OF VALID WEST
VIRGINIA DRIVER'S LICENSE AND THE AVAILABILITY OF
AN AUTOMOBILE MAY BE REQUIRED. QUALIFICATION TO
POSSESS AND USE FIREARMS MAY BE REQUIRED.
NOTE: PREFERENCE MAY BE SHOWN TO APPLICANTS WHO
HAVE SUCCESSFULLY COMPLETED THE WEST VIRGINIA
STATE POLICE ACADEMY BASIC OFFICER OR CADET
PROGRAM OR AN APPROVED LAW ENFORCEMENT OR
INVESTIGATIVE PROGRAM.

SALARY: PAY GRADE 016 \$33,036.00 - \$61,128.00

DEADLINE: SEPTEMBER 09, 2016

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TO APPLY:

SEND DIVISION OF PERSONNEL APPLICATION TO:
KATHRYN MULLINS
INSURANCE COMMISSION
1124 SMITH STREET
CHARLESTON, WV 25301

PLEASE INCLUDE POSTING NUMBER INS170005 ON APPLICATION