

FUGITIVE SPECIALIST

KIND OF WORK

Highly responsible fugitive apprehension work.

NATURE AND PURPOSE

Under limited supervision, an employee in this class is responsible for investigating the whereabouts of and attempt to apprehend warrant discretionary and statutory releases, active conditional release violators and correctional facility escapees.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Investigate, locate and apprehend offenders on fugitive status.

Coordinate and conduct investigations through the process of detecting and collecting physical evidence, identifying, locating, and interviewing witnesses, complaints, victims, targets, and other third party sources of information to compile facts, evidence and opinions pertinent to the investigation.

Collect and process investigative information regarding violators of Minnesota, Federal law, and institution policy and procedure by offenders incarcerated and/or fugitive status, staff, authorized and unauthorized visitors on DOC property.

Prepares and submit reports on investigations so that evidence will be in a comprehensive and useful format.

Assist local, state and federal investigative agencies that may be conducting investigations.

Serve as witness in defense of the evidence in any resulting proceeding or hearing when necessary.

Perform related work as required.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Minnesota State Statutes, Federal law, Department of Corrections and institution policies, procedures and guidelines, employee legal/union rights, offender rights which govern arrests, investigations, search and seizure and the handling of evidence.

Extensive knowledge of the practices and association of specific types of criminals, and of the places where they are likely to be found.

Considerable knowledge of firearms and proficiency in their use.

Considerable knowledge of criminal court procedures and practices.

Investigative techniques to conduct a thorough and complete investigation.

Human relations.

Labor contracts and rights.

High level of interviewing techniques in order to elicit accurate information.

Institution's Incident Management System (IMS).

Ability to:

Maintain Minnesota Peace Officer Standards and Training Board (POST) License and eligibility requirements and maintain DOC training mandates.

Express thoughts verbally and in writing.

Ascertain facts by field investigation and to obtain evidence.

Establish and maintain effective working relationships with other law enforcement agencies and the general public.

Read and comprehend written material.

Analyze and evaluate information.

Effectively and ethically counter intimidation.

Assess credibility of victims, witnesses and suspects.

Plan, organize and carry out work assignments with a minimal amount of supervision.

Est.: 12/27/00
Rev.:

T.C.:
Former Title(s):