CALIFORNIA HORSE RACING BOARD

JOB OPPORTUNITY FOR INVESTIGATORS

Visit our Website at www.chrb.ca.gov

LOCATION:	Albany (Golden Gate Fields)	FILE BY:	Until Filled
TENURE/TIMEBASE:	Permanent/Full time	MONTHLY SALARY:	
		Range B:	$4454-$5744
		Range C:	$4888-$6318

REQUIRED INFORMATION:

There are two vacant Investigator positions. They are peace officer positions pursuant to Penal Code 830.3(d). The applicants will be required to have Peace Officer Standard Training (POST) basic certification and will be required to undergo a background investigation prior to appointment.

To be considered for these positions, the applicants must submit a Standard State Application (Std. Form 678), Criminal Record Supplemental Questionnaire, and a copy of POST certification(s) to:

ATTN: WENDY MATSUDA
California Horse Racing Board
1010 Hurley Way, Suite 300
Sacramento, CA 95825

MAKE SURE YOU ENTER:
INVESTIGATOR # 395-300-8610-XXX in the title box of the Standard State Application, Form 678, revision 06/2010. Please use the most current application.

POSITION DESCRIPTION:

Under the direction of the Supervising Special Investigator I, incumbent conducts field investigations to detect or verify suspected violations of laws, rules and regulations in the preparation of cases for criminal, civil, and/or administrative hearings; conducts background investigations of California Horse Racing license applicants; assists the Stewards in gathering information concerning issues associated with drug testing and medication programs at race tracks; investigates any leads that may involve the inappropriate or illegal use of medication; and may act as a liaison between the veterinarians and the California Horse Racing Board.

DESIRABLE QUALIFICATIONS:

Background investigative techniques experience; experience with complex investigations; good report writing, interviewing, and investigative skills; knowledge of or willingness to learn about race horses and the common procedures and practices that are used in the horse racing industry; ability to gain the respect and trust of the horse racing industry; knowledge of drug enforcement practices; knowledge of the permitted and prohibited drugs that may affect the performance of a race horse; and knowledge of the veterinary practices used in the horse racing industry. Those with Spanish bilingual skills are encouraged to apply. Those applicants in Range A or B may be considered.

SPECIAL PERSONAL CHARACTERISTICS:

The incumbent will work irregular hours, holidays, and weekends; travel frequently in northern California and occasionally throughout the State. The incumbent must have good writing skills; good interpersonal skills; the ability to follow directions; and the ability to work independently and as a team member.

ADDITIONAL INFORMATION:

Other monthly benefits may include Spanish bilingual pay of $100; Intermediate POST certification or an Associates degree pay of $50, or Advanced Post certification or a Bachelors degree pay of $100; and Physical Fitness pay of $65.

It is the policy of the CHRB that no person may be hired as an employee if that person has been convicted of a felony, or any gambling-related offense, therefore, all employees are subject to a background check.

You are eligible to apply if you are on the State Restriction of Appointment (SROA) list for the same or a comparable classification; a surplus employee in the same or comparable classification; currently in the Investigator classification; have reinstatement eligibility to the same or comparable classification; are in a classification comparable and transferable; or reachable on an Investigator eligibility list.

Questions regarding the duties of the position may be directed to Dan Dailey at 916 263-6054.

CALIFORNIA STATE GOVERNMENT*AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.
The California Horse Racing Board utilizes the California Relay Service. The numbers available for use are
1-800-735-2929 (TT.TDD) and 1-800-735-2922 (VOICE).

Final File Date: Until Filled

Release Date: 03/20/2014

CALIFORNIA HORSE RACING BOARD

INVESTIGATOR
ENFORCEMENT DIVISION
Northern Division

DUTY STATEMENT

Under the direction of the Supervising Special Investigator I, the incumbent independently conducts field investigations; works as part of a team; or acts as a lead of other investigators when assigned. As Peace Officers under the California Penal Code, Section 830.3(d), detects and/or verifies and enforces suspected violations of the California Horse Racing Laws and other related laws. Duties include but not limited to:

% of Time	**Essential Functions**
70%	As assigned, will travel to the various race tracks/fair meets to independently, or as a lead, investigate and prepare written reports on reported/observed violations of the CA Horse Racing Laws, CHRB rules and regulations, and/or other related laws inside and outside of the racing enclosure; may assist with difficult or confidential investigations; gather and preserve evidence as required; present cases before the Board of Stewards by proving facts, questioning prosecution and defense witnesses, present the evidence for review and acceptance into the hearing and may litigate cases; may represent the CHRB on appeal cases before Administrative Law Judge and/ or testify as a witness in criminal cases; and establish and maintain cooperative relations with Federal, State and local law enforcement agencies.
20%	Reviews occupational license applications and conducts interviews of license applicants to determine fitness for a license; tests and analyzes the licensees' alcohol intoxication levels and urine samples when a licensee is under reasonable suspicion of being under the influence of drugs/alcohol; develops and works with confidential informants; maintains good communications with the horse racing industry; and assists Stewards in gathering information concerning issues associated with drug testing, medication programs, and other health and safety issues at the race tracks.
10%	May be assigned to inspect intertrack wagering and auxiliary facilities which includes internal and external review of the entire facility; checking licenses of all personnel; securing contacts with the facilities' management, security personnel, and local law enforcement; may assist the Licensing Unit with fingerprinting and other related duties, with the approval of the Supervisor, and performs other duties as required.