

Internal Affairs Investigator Job Description

Duties and Responsibilities:

- Interview complainants and suspects to obtain information regarding a case
- Conduct investigations by interviewing witnesses, visiting crime scenes to obtain evidence, and analyzing obtained evidence and statements
- Utilize electronic devices to obtain audio or video recording of a suspect or witness interview
- Conduct polygraph tests to verify the accuracy of suspects' responses during a probe
- Oversee the interpretation and presentation of polygraph test results to senior officers
- Visit crime scenes to obtain evidence such as bullet shells and footprints which can provide leads in an investigation
- Liaise with forensic unit to analyze recovered evidence in order to obtain clues as to the nature and identity of the suspect
- Evaluate relevant documents and financial records to determine the possible culprits and their degree of involvement
- Produce evidence for legal proceedings and may testify during a court hearing
- Travel to various locations to assist with the investigation of policy violation in an agency or public office
- Collaborate with autopsy department to procure evidence from the remains of a victim
- Ensure the preservation of all relevant evidence by storing them under appropriate conditions
- Secure and serve search warrants in order to gain entrance into restricted areas
- Proffer recommendations to commanding officers on best line of action to address violations of policies.

Internal Affairs Investigator Requirements – Skills, Knowledge, and Abilities

- **Education and Training:** To become an internal affairs investigator, you require at least a high school diploma. A college education and prior experience in a law enforcement field on the other hand increases job prospects. Certifications from recognized internal affairs institutions are also essential for the job position
- **Analytical Skills:** Internal affairs investigators are well versed in conducting research and analysis to obtain information useful in resolving cases
- **Ethical Quality:** Internal affairs investigators maintain a high level of integrity and decency in carrying out job duties
- **Communication Skills:** They are adept at interacting with complainants and offending officers to address a situation.