
District Attorney Investigator Resume

Job Objective

Inspiring District Attorney Investigator with proven track record seeking position with well-established firm.

Summary of Qualifications:

- Profound knowledge of the rules of evidence and courtroom procedures
 - In-depth knowledge of the enforcement and investigative procedures utilized by law enforcement agencies
 - Familiarity with Home Office Departments, Environmental, Audit, Risk Management, Real Estate, Tax and Treasury
 - Ability to read, understand, and correctly interpret court orders, official documents
 - Ability to gather, analyze and evaluate facts and evidence
 - Ability to gather information and evidence through interview, interrogation and observation
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Work Experience:

District Attorney Investigator, August 2005 – Present
Kiewit, Utica, MI

- Tracked and interviewed witnesses and suspected persons and reviewed and evaluated their testimony.
- Analyzed and evaluated a variety of records to secure information concerning suspected crimes.
- Prepared detailed and comprehensive reports on all phases of investigations.
- Initiated criminal and civil complaints relating to child support matters.
- Developed and maintained contact with informational sources.
- Testified in court, served subpoenas and arrest warrants.

District Attorney Investigator, May 2000 – July 2005
Safe Horizon, Utica, MI

- Conducted routine investigations in assigned areas of criminal and civil investigation in support of prosecuting attorneys.
 - Tracked and interviewed persons for the purpose of acquiring statements and depositions.
 - Inspected crime scenes and examined documents and determined what evidence can be taken and used.
 - Assisted prosecutors in preparing draft court orders, out of state witness orders and similar instruments.
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Education:

Bachelor's Degree in Criminology, Dominican College, Orangeburg, NY

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