

# CES

## A Professional Services Company

CES is looking for potential candidates to be Workers Compensation Analysts (Assisting OIG with WC Investigations) for the USPS OIG RFP: Nationwide Investigative, Professional and Consultant Contract Support Services

[https://www.fbo.gov/index?s=opportunity&mode=form&id=7856598f1d428e232da5a09a6077aa80&tab=core&\\_cview=0](https://www.fbo.gov/index?s=opportunity&mode=form&id=7856598f1d428e232da5a09a6077aa80&tab=core&_cview=0)

Potential Candidates must fit the requirements below.

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### Basic Information:

The USPS OIG's Office of Investigations (OI) is charged with investigating internal crimes and frauds against the Postal Service.

Under OI's Healthcare (HC) Fraud program, special agents look into two types of suspected workers? compensation fraud: 1) claimant fraud and 2) medical provider fraud.

To supplement OI's efforts in detecting and documenting alleged workers compensation fraud, the USPS OIG acquires the services of former, experienced law enforcement personnel as Workers? Compensation Analysts (WCA). WCA contractors are assigned to various OI field offices throughout the country.

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### Minimum Requirements:

At a minimum, the WCA contractors shall possess the following qualifications, technical skills, and abilities:

- Prior law enforcement experience (minimum 5 years), including experience conducting physical and electronic surveillances and interviews.
- Knowledge of the laws of evidence. Strong analytical skills, including the ability to analyze documents and elicit factual information.
- Strong computer skills.
- Ability to take comprehensive notes and generate detailed technical and non-technical reports based on the notes taken.
- Good organizational and time management skills.
- Good human relations skills, including the ability to communicate orally sufficient to express thoughts to a variety of people.
- Ability to work on weekdays and during irregular and unusual hours, including evenings, late nights, weekends, and holidays, as necessary, and at the designated hourly rate, without any additional premium pay (overtime pay, compensatory time off; Sunday pay, night pay differential, and holiday premium pay).
- Ability to travel extensively and for extended periods of time, as needed, with little or no advance notice or preparation.
- A valid driver's license.
- U.S. citizen.

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### Staffing Requirements:

- Prior law enforcement experience (minimum five years), including experience conducting surveillance.
- Strong analytical skills, including the ability to analyze documents and elicit factual information.
- Strong computer skills.
- Ability to take comprehensive notes and generate detailed technical and non-technical reports based on the notes taken.
- Good organizational and time management skills.
- Good human relations skills, including the ability to communicate orally sufficient to express thoughts to a variety of people.
- Ability to work irregular hours, including weekends and holidays, often under adverse conditions.
- Ability to travel extensively and for extended periods of time, as needed, with little or no advance notice or preparation.
- A valid driver's license. Ability to successfully pass a criminal background check. Note: Any arrest, regardless of the final outcome of the charge(s) ? e.g., dismissal or conviction ? must be disclosed.

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### Performance Requirements:

- Maintain confidentiality regarding ongoing investigations of a sensitive nature. WCAs shall not discuss any OIG investigations with the news media.
- Comply with all federal, state and local laws, whether or not related to the performance of contract services.
- Conduct themselves at all times in a way that reflects favorably on the WCA and the OIG, and that does not interfere with the efficient operation of the agency or negatively impact its mission, including, but not limited to, the WCA's ability to provide testimony in any judicial or administrative proceeding.
- Agree to submit to a polygraph examination administered by the OIG, if any integrity issues arise.
- Work independently while providing the Contracting Officer's Representative (COR) or appropriate case agent with a weekly update of investigative activity. The report can be the basis of extending the services or reducing the services as outlined in the request to perform specific services.
- Conduct only those tasks and activities authorized by this SOW, as requested by the COR or case agent/agent. While WCAs are under no obligation to work any particular hours or days, WCAs acknowledge that services will be performed on weekdays and during unusual hours, including evenings, late nights, weekends, and holidays, as necessary, at the designated hourly rate, without overtime pay, holiday pay, or nighttime differential.
- Maintain sufficient documentation to accurately report work hours and work activity.
- Comply with all federal, state, and local laws, whether or not related to the performance of contract services.
- Agree to submit to a polygraph examination administered by the USPS OIG, if any integrity issues arise.

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The supplier will be required to ensure personnel provided must not:

- Have been fired from a job or had a contract terminated for poor performance, poor attendance, or illegal activity, prior to or during the contract term.

- Be receiving workers compensation benefits for an on• the• job injury.
  - Have been (or be) under investigation for workers compensation fraud, waste, or abuse.
  - Have been (or be) involved in or removed for any form of workplace violence while employed.
  - Carry a firearm or other dangerous weapon on their person or in their private vehicle while performing services under the contract with OIG, even if licensed to carry the weapon. WCAs must not carry a firearm or other dangerous weapon onto Postal Service property while under contract with OIG.
  - Have engaged (or engage) in any form of sexual harassment, racial or other discrimination while under contract with OIG.
  - Do anything that would place themselves or others in a position of needless danger
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3. Contractor Status? Personnel hired or engaged by the supplier under this contract are the supplier's employees or subcontractors, and not OIG employees. Nothing in the contract shall be deemed or shall be construed by the parties, or by any third party, to create the relationship of employer and employee, partner, or joint venture between the parties. Supplier personnel shall at all times function as independent contractors with respect to the OIG.

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Please send Resumes to [Josh.Jaspan@cesnb.com](mailto:Josh.Jaspan@cesnb.com).

Thank You, Josh

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