



Investigative Support Analyst II -- Miami, FL

The West River Group, Inc. is seeking an Investigative Support Analyst (ISA) II to support the US Postal Inspection Service's Miami, FL Division Headquarters. The successful candidate will provide direct support to USPS concerning its Project JOLT (Jamaican Operations Linked to Telemarketing) including support to JOLT investigations and operations. Project JOLT was initiated in December 2008 as a partnership between U.S. Immigration & Customs Enforcement (ICE) and the Jamaican Constabulary Force (JCF) in Kingston, Jamaica. The Inspection Service is actively involved in JOLT and JOLT-related investigations.

Minimum Qualifications

1. Ability to communicate orally and in writing at a level of proficiency sufficient to effectively convey the results of analyses, action plans, investigative protocols and actions to various audiences;
2. Ability to compile, organize and conduct examinations and analyses of information generated during complex criminal or civil investigations, as appropriate to the assignment, involving mail fraud, money laundering, organized crime and narcotics investigations, and identify and determine the amount of actual and potential financial losses; identify trends, fraudulent activities, and suspicious transactions;
3. Demonstrated experience, including, but not limited to, working knowledge of analytical and investigative techniques commonly utilized in criminal or civil investigations, as appropriate to the assignment;
4. Ability to accurately assimilate and use the information developed as a result of the investigation and through the analyses performed, to prepare documentation employing various media which is suitable for use by Postal Inspection Service personnel and government prosecutors in pursuing criminal or civil prosecutions, as well as for asset forfeiture;
5. Ability to plan and carry out tasks and projects to completion within reasonable specified time frames without immediate supervision;
6. Demonstrated proficiency using the internet to conduct research; using commercial databases, as well as other sources of electronic or paper-based information;
7. Relevant experience, including, but not limited to, extensive knowledge of analytical techniques, experience in gathering, analyzing and evaluating data to support complex criminal and civil investigations and the ability to produce accurate and complete final reports.

Core Task Requirements

Include, but are not limited to:

Analysis: Review and analyze business records; trace proceeds of illegal activity in order to prepare cash flow analysis; perform personal wealth analysis and related financial transactions; present findings in reports and presentations in non-technical terminology to various audiences.

Research: Data-mine Postal records and other databases to identify fraudulent activity; prepare reports documenting analytical results; creating graphic displays which present clear and concise representations of the information; disseminate research results to appropriate contact(s) in a timely manner.

Planning and Preparation: Coordinate assigned tasks to ensure completion within required timeframes to support the criminal or civil investigation, as appropriate; assist Postal Inspectors with developing intelligence for criminal investigations; prepare initial investigative research; compile basic background information to include, but not limited to, researching all pertinent records and other data.

Reporting Requirements: Responsible for documenting and reporting analytical results, creating graphic displays and reports that present clear and concise representations of the information analyzed; and disseminating data as required by the assigned task(s).

Required Education and Work Experience

A Bachelor Degree from an accredited college or university AND a minimum of ten years of law enforcement experience planning, conducting and participating in complex criminal investigations with a minimum of five (5) years specialized experience in areas such as mail fraud, money laundering, narcotics trafficking, organized crimes, forfeiture or similar area of criminal activity.

Skills and Abilities

1. Demonstrated knowledge of federal statutes and the Federal rules of criminal and civil procedure.
2. Knowledge and demonstrated experience of complex analytical research and investigative techniques .
3. Demonstrated ability to carry out tasks and projects to a completion with minimal oversight
4. Extensive experience in conducting research using the Internet and other commercial/public data bases
5. Extensive experience including but not limited in analytical techniques, experience in gathering, analyzing and evaluating data to support criminal and civil investigations and produced finished reports.
6. Extensive experience in communicating orally and in writing to clearly explain steps and results in research and analysis using multiple mediums such as charts and reports.
7. Demonstrated ability to compile, organize and conduct detailed examination and analyses of information generated during complex criminal or civil investigations.

For more information or to submit a resume please contact the WRG at info@westrivergroup.com.

Taylor K. Rose
President
The West River Group, Inc.
(410) 626-0960 Office
(410) 626-0976 Fax



Investigative Support Analyst II -- Chicago, IL

The West River Group, Inc. is seeking an Investigative Support Analyst (ISA) II to support the US Postal Inspection Service's Criminal Investigations Service Center in Chicago, IL. The successful candidate will focus on the processing and analysis of the significant investigative intelligence, such as IP addresses, mailing addresses, Express Mail labels, email accounts and phone numbers recovered through Project JOLT (Jamaican Operations Linked to Telemarketing) and other cross border partnerships. The candidate would be responsible for the processing and analysis of the intelligence in order to generate potential criminal investigations and/or actionable intelligence.

Minimum Qualifications

1. Ability to communicate orally and in writing at a level of proficiency sufficient to effectively convey the results of analyses, action plans, investigative protocols and actions to various audiences;
2. Ability to compile, organize and conduct examinations and analyses of information generated during complex criminal or civil investigations, as appropriate to the assignment, involving mail fraud, money laundering, organized crime and narcotics investigations, and identify and determine the amount of actual and potential financial losses; identify trends, fraudulent activities, and suspicious transactions;
3. Demonstrated experience, including, but not limited to, working knowledge of analytical and investigative techniques commonly utilized in criminal or civil investigations, as appropriate to the assignment;
4. Ability to accurately assimilate and use the information developed as a result of the investigation and through the analyses performed, to prepare documentation employing various media which is suitable for use by Postal Inspection Service personnel and government prosecutors in pursuing criminal or civil prosecutions, as well as for asset forfeiture;
5. Ability to plan and carry out tasks and projects to completion within reasonable specified time frames without immediate supervision;
6. Demonstrated proficiency using the internet to conduct research; using commercial databases, as well as other sources of electronic or paper-based information;
7. Relevant experience, including, but not limited to, extensive knowledge of analytical techniques, experience in gathering, analyzing and evaluating data to support complex criminal and civil investigations and the ability to produce accurate and complete final reports.

Core Task Requirements

Include, but are not limited to:

Analysis: Review and analyze business records; trace proceeds of illegal activity in order to prepare cash flow analysis; perform personal wealth analysis and related financial transactions; present findings in reports and presentations in non-technical terminology to various audiences.

Research: Data-mine Postal records and other databases to identify fraudulent activity; prepare reports documenting analytical results; creating graphic displays which present clear and concise representations of the information; disseminate research results to appropriate contact(s) in a timely manner.

Planning and Preparation: Coordinate assigned tasks to ensure completion within required timeframes to support the criminal or civil investigation, as appropriate; assist Postal Inspectors with developing intelligence for criminal investigations; prepare initial investigative research; compile basic background information to include, but not limited to, researching all pertinent records and other data.

Reporting Requirements: Responsible for documenting and reporting analytical results, creating graphic displays and reports that present clear and concise representations of the information analyzed; and disseminating data as required by the assigned task(s).

Required Education and Work Experience

A Bachelor Degree from an accredited college or university AND a minimum of ten years of law enforcement experience planning, conducting and participating in complex criminal investigations with a minimum of five (5) years specialized experience in areas such as mail fraud, money laundering, narcotics trafficking, organized crimes, forfeiture or similar area of criminal activity.

Skills and Abilities

1. Demonstrated knowledge of federal statutes and the Federal rules of criminal and civil procedure
2. Knowledge and demonstrated experience of complex analytical research and investigative techniques
3. Demonstrated ability to carry out tasks and projects to a completion with minimal oversight
4. Extensive experience in conducting research using the Internet and other commercial/public data bases
5. Extensive experience including but not limited in analytical techniques, experience in gathering, analyzing and evaluating data to support criminal and civil investigations and produced finished reports.
6. Extensive experience in communicating orally and in writing to clearly explain steps and results in research and analysis using multiple mediums such as charts and reports.
7. Demonstrated ability to compile, organize and conduct detailed examination and analyses of information generated during complex criminal or civil investigations.

For more information or to submit a resume please contact the WRG at info@westrivergroup.com.

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