

### Major Duties

This is an entry level position in which the incumbent will, through on-the-job and/or formal training, develop an understanding of the fundamental concepts and principles necessary for career advancement. The position has known promotion potential to the GS-11 level. Training is received in conducting investigations of alleged violations of Federal laws and regulations governing the movement of plant materials and livestock; the welfare and distribution of veterinary biological products; the importation and interstate shipment of organisms and vectors; the distribution of genetically engineered agricultural organisms; and the standards established for accredited veterinarians.

May participate in the investigation of felonies under Title 18 United States Code such as fraudulent claims and false statements on certificates. Works cooperatively with investigators of the Office of Inspector General and other investigative agencies. Participates in investigations of violations of State laws as deemed appropriate by the Assistant Regional Director.

In conducting investigations with trained investigators, the incumbent develops investigative skills including: (1) contacting and interviewing various individuals from whom information can be collected; (2) tracing shipments from source to destination by checking records of carriers, intermediate handlers, exhibitors, research facilities, and dealers; (3) analyzing, interpreting and evaluating information obtained; (4) verifying and corroborating information obtained to establish accuracy and authenticity of facts and evidence, including the administering of oaths and preparation of affidavits; and (5) drafting investigation reports.

#### 1. Knowledge Required by the Position

Must possess the analytical ability to analyze complex facts and reach logical conclusions. Through on-the-job training, develops knowledge of investigative techniques, rules of evidence, rules of criminal procedure, and precedent court decisions concerning admissibility of evidence, constitutional rights, search and seizure, and related issues.

Skill in the use of interviewing techniques to obtain factual information related to the commission of a violation.

Skill in using a camera to document appropriate aspects of investigations.

Basic computer skills for retrieving information from computer databases.

#### 2. Supervisory Controls

Incumbent works under the close supervision and direction of the Assistant Regional Director and the relevant Investigation Specialist. Technical guidance and training is provided for all phases of work. All work is closely reviewed in progress.

### 3. Guidelines

Guidelines consist of an extensive body of Federal and State laws and regulations which are complex in their application. Comprehensive training on the application and interpretation of guidelines is provided by higher level investigators.

### 4. Complexity

Assignments will be of limited scope, but will gradually increase in complexity to prepare the employee for career advancement. New and different approaches to each case are necessary because of the variety of people and cases involved.

### 5. Scope and Effect

Work performed contributes to the enforcement of the laws and regulations enacted to prevent the spread of diseases of livestock and plants and the inhumane treatment of animals. Enforcement is essential to protect the gains made by the investment of millions of dollars in State and Federal funds in disease eradication to eliminate the practice of stealing animals for sale to research institutions and to ensure adherence to the public mandate with regard to the treatment of animals.

### 6. Personal Contacts

Contacts include other Investigative and Enforcement Services Investigators, Officials of the USDA and other Federal agencies, State and local officials, State and Federal law enforcement agencies, state agriculture organizations, the general public, regulated industry representatives, practicing veterinarians, and humane organizations.

### 7. Purpose of Contacts

Contacts are to interview persons having knowledge of an alleged violation; obtain records for evidence; coordinate with other law enforcement agencies; advise other APHIS employees, cooperators, and others of requirements of the regulations; make recommendations to

supervisors; and to testify in legal proceedings. Investigators often encounter individuals or groups manifesting various degrees of hostility toward regulatory programs and/or personnel.

8. Physical Demands

Work involves considerable walking and standing and, at times, physical work with large animals. Duties usually involve frequent long distance travel by automobile.

9. Work Environment

Some of the work is performed in offices or laboratories. However, often investigations involve activity in livestock markets or stockyards, slaughtering plants, livestock feedlots, kennels, seaports, airports, and in other locations where there is exposure to the elements and danger of injury from animals. Investigators are also subject to the hazards of long distance automobile travel.