

Major Duties And Responsibilities

Security Investigator

The Criminal Fraud Investigator is charged with conducting sensitive criminal investigations related to document fraud, large scale and complex organized criminal enterprises and or terrorist operations in combination with exploiting methods and trends developed to wrongfully secure United States visas, passports, and or official travel documents used to gain unlawful entry into the United States. In addition, the incumbent will foster professional relationships with the host nation, engaging and sharing with the Government of Paraguay complex the results of the investigations and establishing country-wide efforts to analyze, interpret, interrupt and prosecute all involved with the production, distribution, and or use of U.S. issued travel documents or benefits obtained illegally by way of organized fraud.

The Criminal Fraud Investigator (CFI) is responsible for conducting investigations of passport fraud, visa fraud, alien smuggling, human trafficking and other criminal actions that impact the national security of the United States. Incumbent builds and maintains relationships with a broad range of contacts in the Paraguayan National Police (PNP), Immigration, Attorney General's Office (AGO) and other Government of Paraguay (GOP) agencies. Incumbent reports directly to the Assistant Regional Security Officer Investigator (ARSO-I) and is responsible for coordinating the efforts of Locally Engaged Staff (LES) when they are involved in supporting Diplomatic Security Service (DSS) criminal investigations.

1. Conducts routine and complex criminal investigations involving the production, sale and/or use of counterfeit documents for the purpose of alien smuggling and/or human trafficking. Oversees the efforts of LES (FSNI, security assistant, Visa Clerks, etc) who assist in criminal investigations. Conducts interviews, meets references and develops sources to further the investigations. Works with the Consular Fraud Prevention Unit (FPU) to build cases against individual subjects and criminal enterprises that produce, sell or use counterfeit documents for the purpose of fraudulently obtaining United States visas and illegal entry into the United States. At the direction of the ARSO-I, incumbent assists Consular Affairs, and other law enforcement agencies.
2. Incumbent builds relationships with middle to high level officials in the Paraguayan police system, immigration and other GOP agencies. Incumbent will develop criminal cases and work with these contacts to bring criminal charges against document vendors, alien smugglers and human traffickers in accordance with Paraguayan and United States laws. Incumbent will develop relationships with non-government agencies that assist human trafficking victims and/or work to develop the GOP's ability to address this crime.
3. Incumbent is expected to give official statements on behalf of the United States Government to the Paraguayan police and prosecutors that will be used as evidence against criminals who the Regional Security Office refers to the GOP for investigation and prosecution. Incumbent will testify in Paraguayan court against these criminals and be expected to have a high understanding of Paraguayan law as it pertains to document fraud, alien smuggling and human trafficking. Incumbent will provide verbal and written translations related to ARSO-I investigations for the ARSO-I, and other American officers upon approval from ARSO-I.

4. Incumbent will develop and conduct training related to ARSO-I program responsibilities for various levels of Paraguayan police and immigration to increase these Paraguayan agencies' awareness and ability to conduct investigations and prosecutions of criminal organizations involved in document trafficking, alien smuggling and human trafficking. Incumbent will conduct training for Consular and airline staff on identification of counterfeit documents, and detection of persons and organizations attempting to obtain by fraud valid U.S. travel documents.

5. Incumbent will be responsible for completing detailed and timely written reports on his/her investigations. Incumbent will brief the RSO, Consul, ARSO-I, Fraud Prevention Manager and other Mission or DSS officials on the status and outcome of his/her investigations. Incumbent will keep a database of contacts and update appropriate DS/CA applications used in investigations. Incumbent will coordinate with the FPU to conduct research of criminal organizations who traffic in documents for the purpose of alien smuggling and trafficking.

6. In absence of ARSO-I (TDY, gap in assignment staffing, etc), Incumbent will be required to independently manage and maintain the criminal investigative program. During this time, Incumbent will report directly to RSO and provide weekly program status reports to both RSO and the FPM.