



FINANCIAL CRIMES COMMISSION

JOB POSITION

INVESTIGATOR

JOB GRADE: FCC 6

1) PURPOSE OF THE JOB

To support the Director Investigation and the Director-General in fulfilling the FCC's mandate through the planning and execution of high-quality investigations into financial crimes, corruption, money laundering, and related offences. The Investigator assist the Chief Investigator in financial crimes investigations and ensures investigative procedures meet legal and operational standards.

2) LEVEL OF RESPONSIBILITY

Undertakes duties and responsibilities as per his/her Job Description and as per the instructions of the Director-General.

3) REPORTING LINE:

- **Primary:** Supervisory Officer (Head of Units)
- **Secondary (as and when required):** Director of Investigation and Director-General

4) QUALIFICATIONS AND EXPERIENCE REQUIREMENTS

- A Bachelor's Degree in Finance, Accounting, Law, Criminology, or other related field from a recognized institution.
- A minimum of **two (2) years' experience** in financial crime investigation, anti-corruption, law enforcement, forensic accounting, compliance, or related domain.
- Professional certifications such as Certified Fraud Examiner (CFE), Certified Anti-Money Laundering Specialist (CAMS), or equivalent will be an advantage.

NOTE: Police Officers with a minimum of 10 years' proven experience in the field of investigation/field intelligence will also be considered.

5) DESIRABLE SKILLS & ABILITIES

- ❖ Strong analytical and investigative skills, including financial and digital forensics.
- ❖ Excellent interviewing and interrogation capabilities.
- ❖ Proficient in the use of IT tools, case management systems, and financial analysis software.
- ❖ In-depth knowledge of financial crime patterns, money laundering techniques, and relevant legislation.
- ❖ Ability to work under pressure, meet deadlines, and manage competing priorities.
- ❖ High level of integrity, professionalism, and ethical conduct.
- ❖ Effective oral and written communication skills, including report writing and presentation.
- ❖ Good understanding of international financial systems and cross-border investigative cooperation.
- ❖ Ability to work independently and collaboratively in multi-disciplinary teams.

6) KEY RESPONSIBILITIES AND DUTIES

- ❖ Work under supervision while progressively building expertise to lead components of investigation cases.
- ❖ Liaise with Legal, Intelligence, and Asset Recovery Units to ensure investigative outcomes support prosecution and recovery.
- ❖ Utilize analytical tools (e.g., Excel, i2, CaseWare, IDEA) and contribute to digitized case management and digital evidence tracking.
- ❖ Participate in a structured development program under the mentorship of senior investigators.
- ❖ Conduct investigation in complex investigations into financial crimes, corruption, and money laundering cases.
- ❖ Develop and implement case strategies and work plans, in consultation with senior officers.
- ❖ Collect, preserve, and analyze financial, digital, and physical evidence in compliance with the FCC Act and other applicable laws.
- ❖ Conduct interviews and obtain statements from suspects, witnesses, and complainants, ensuring adherence to evidential standards.
- ❖ Prepare comprehensive investigation reports and provide findings to the Legal Division and other relevant bodies.
- ❖ Ensure that investigative processes comply with internal SOPs, the legal framework, and international best practices.
- ❖ Maintain case documentation, electronic records, and evidential materials using secure systems such as the Case Management System (CMS).
- ❖ Participate in field operations, searches, arrests, and enforcement activities as required.
- ❖ Contribute to the development of investigative methodologies and institutional knowledge.
- ❖ Participate in ongoing training, research, and professional development initiatives.
- ❖ Perform any other duties relevant to the role or assigned by the Chief Investigator, Director, or Director-General.

7) WORKING CONDITIONS

The incumbent will be expected to work outside normal office hours including weekends and public holidays.

The duties mentioned above are not exhaustive. The FCC reserves the right to require the incumbent to perform any other duties of equivalent level to those specified.

8) TERMS AND CONDITIONS OF EMPLOYMENT

The position of Investigator is part of the permanent and pensionable establishment of the Financial Crimes Commission.

All terms and conditions of the FCC, relevant to the grade of Investigator, shall be applicable.

Salary scale: Rs 43,301 X 1,120 + 45,541 X 1,344 + 54,949 X 1,792 + 72,869 X 2,240 + 86,309