

Apply By: Wednesday, October 26, 2016 11:59 pm EDT

 **PRINT**

INVESTIGATOR

Organization:

Financial Services Commission

Division:

Licensing and Market Conduct

City:

North York

Job Term:

1 Permanent

Job Code:

5672 - Investigator 2, OSC

Salary:

\$1,305.24 - \$1,639.75 Per Week*

*Indicates the salary listed as per the OPSEU Collective Agreement.

Understanding the job ad - definitions

Posting Status:

Open

Job ID:

98484



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Do you have a passion for protecting the public interest and enhancing public confidence in the regulated sectors? Do you have a strong background in investigations, along with interview skills to carry out fraud investigations? Then consider this exciting opportunity with the Investigations Unit at the Financial Services Commission of Ontario (FSCO).

What can I expect to do in this role?

In this role, you will:

- investigate alleged misconduct on the part of individuals and/or companies licensed or requiring licensing under legislation administered by FSCO
- take statements from witnesses and alleged offenders to obtain relevant evidence
 - execute search warrants, lay charges and assist Crown counsel
- prepare cases and Crown evidentiary briefs, and testify in court/hearings

How do I qualify?

Mandatory

- you must possess a valid driver's licence as recognized by the province of Ontario in order to travel throughout the province
- you must qualify for appointment as a Provincial Offences Officer and Special Constable

Technical Knowledge and Experience

- you have superior knowledge of investigative methods and techniques to conduct investigations and identify breaches or criminal offences such as fraud
- you have demonstrated experience in fraud-related investigations involving financial institutions
- you have the ability to interpret and apply legislation, regulations, policies and procedures covered under FSCO's mandate

- you have sound knowledge of the judicial process, court procedures, rules of evidence and related legislative requirements, and Crown disclosure obligations
 - you are experienced in the preparation and execution of search warrants
- you have advanced knowledge of the Provincial Offences Act, the Ontario and Canada Evidence Act, the Criminal Code of Canada and related case law

Communication, Presentation and Interpersonal Skills

- you have demonstrated superior oral and written communication skills to liaise with senior officials, management and representatives of financial institutions
- you can manage the investigative process and elicit information and cooperation from various parties
 - you can testify in court proceedings and hearings
 - you can prepare investigative review papers/reports, issues notes, briefing documents, recommendations and correspondence

Analytical, Problem-Solving and Organizational Skills

- you have strong analytical, reasoning, evaluative and problem-solving skills to investigate contraventions in partnership with law enforcement agencies
 - you can develop plans and strategies and assess admissibility of evidence
- you demonstrate sound judgment, and you can work with minimal supervision to meet strict deadlines under pressure

Additional Information:

Address:

- 1 Permanent, 5160 Yonge St, North York, Toronto Region, General Screening Requirement

Compensation Group:

Ontario Public Service Employees Union
Understanding the job ad - definitions

Schedule:

6

Category:

Inspections and Investigations

Posted on:

Wednesday, October 12, 2016

Note:

- In accordance with the Ontario Public Service Employment Screening Checks Policy, the top candidate(s) may be required to undergo a security screening check. Please refer to the Additional Information / Address section above to determine the screening checks that are required for this position.

You will be responsible for obtaining the criminal record check at your own expense and provide it, along with your written consent, to the Transition and Security Office (TSO), HR Service Delivery Division to evaluate the results. If applicable, the TSO, with your written consent, will request and obtain any additional screening checks as indicated in the Additional Information / Address section above that were not obtained directly by you. (Note: If a Vulnerable Sector Screening/Check is required, it must also be obtained in person at your local police service.)

A record under the Criminal Code and/or other federal offence record(s) does not automatically mean you will be ineligible for the position. The screening check(s) will only be reviewed and evaluated by the TSO for the purpose of making a security clearance decision. The details of an individual's screening check(s) will be considered in specific relation to the

duties and responsibilities of the position being filled. Screening check records will be maintained by the TSO and kept strictly confidential.

□ C-FS-98484/16

How to apply:

1. You must [apply online](#).
2. Your cover letter and resume combined should not exceed five (5) pages. For tips and tools on how to write a concise cover letter and resume, review the [Writing a Cover Letter and Resume: Tips, Tools and Resources](#).
3. Customize your cover letter and resume to the qualifications listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us.
4. Read the [job description](#) to make sure you understand this job.
5. OPS employees are required to quote their WIN EMPLOYEE ID number when applying.
6. If you require a disability related accommodation in order to participate in the recruitment process, please [Contact Us](#) to provide your contact information. Recruitment Services staff will contact you within 48 hours.

Please be advised that the results of this competition may be used to form an eligibility list of qualified candidates to potentially fill future vacancies represented by the Ontario Public Service Employees Union (OPSEU). In accordance with the Collective Agreement, eligibility lists are shared with OPSEU representatives. By applying to this competition, you are providing consent that your name may be shared with OPSEU representatives.

All external applicants (including former employees of the Ontario Public Service) applying to a competition in a ministry or Commission public body must disclose (either in the cover letter or resume) previous employment with the Ontario Public Service. Disclosure must include positions held, dates of employment and any active restrictions as applicable from being rehired by the Ontario Public Service. Active restrictions can include time and/or ministry-specific restrictions currently in force, and may preclude a former employee from being offered a position with the Ontario Public Service for a specific time period (e.g. one year), or from being offered a position with a specific ministry (either for a pre-determined time period or indefinitely). The circumstances around an employee's exit will be considered prior to an offer of employment.

Remember: The deadline to apply is **Wednesday, October 26, 2016 11:59 pm EDT**. Late applications will not be accepted.

We thank you for your interest. Only those selected for further screening or an interview will be contacted.

**The Ontario Public Service is an inclusive employer.
Accommodation is available under the [Ontario Human Rights Code](#).**

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