

POSITION DESCRIPTION

Independent Commission Against Corruption

AM8052 - Investigator x3

The **Independent Commission Against Corruption (ICAC)** was established by Part VIII Division 3 of the *Constitution and the Organic Law on the Independent Commission Against Corruption 2020 (OLICAC)*. The purpose of the ICAC is to contribute to preventing, reducing, and combating corruption in collaboration with other agencies.

Applications are invited from qualified and experienced professionals for this role based in Port Moresby.

Investigator x 3

Reporting to the Team Leader, this role is responsible for carrying out investigations relating to allegations of corrupt conduct. The Investigator will undertake tasks ensuring they are conducted within the legal framework of ICAC mandates.

Key Responsibilities:

- Conduct investigations into allegations of corrupt conduct using the powers available to the ICAC, including using conventional, covert and coercive investigation powers
- Contribute to and implement investigation plans and strategies agreed by the Team Leader and the investigation team
- Prepare briefs of evidence for use in ICAC hearings, criminal prosecutions, civil matters, disciplinary processes or other actions by other public sector authorities
- Prepare accurate and useful reports, briefings and summaries on investigation status, progress, issues and outcomes
- Promote and uphold the investigation standards and procedures of the ICAC
- Provide information about significant operational and organizational risks to the Team Leader in a timely, accurate and impartial way
- Maintain accurate written records in a timely manner
- Contribute knowledge for the development of broader ICAC goals, such as to inform strategic, policy, operational, prevention and research advice to the Commission
- Maintain records so that information about operational progress, decision making and reasoning is accurate, secure and readily available to others
- Take responsibility for the quality of the work you produce
- Attend to professional development and support organizational improvement, including contributing to the development of internal procedures governing investigative activities
- Develop productive working relationships with key partner agencies of the ICAC, including integrity agencies, law enforcement agencies and regulatory agencies, to exchange information and cooperate on areas of common interest in line with ICAC strategic goals and laws governing information sharing
- Seek legal and other expert advice to support investigations as required
- Demonstrate ethical practice, work health and safety, promote diversity, employee well-being, confidentiality and information handling and security
- Maintain any operational safety qualification requirements deemed necessary by the Commission, including the safe use of firearms and defensive equipment
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- Carry out other duties as required by the Commission.

Expected Competencies:

- Bachelor's Degree or equivalent in Investigations or a related discipline such as Intelligence, Auditing, Business, Law Enforcement, Forensic Accounting is desirable
- Formal qualifications, or relevant professional experience in lieu, in conducting criminal or administrative investigations, assessing or handling complaints in an administrative context

- Minimum of 3 years professional work experience within Papua New Guinea or another similar jurisdiction in investigating serious offences or public sector misconduct
- Knowledge of the criminal law, the rules of evidence and criminal procedures, law enforcement powers and understanding of the machinery of government and public sector organizational systems in Papua New Guinea
- Knowledge of the PNG Constitution, Public Service (Management Act), Public Finance (Management) Act and operational guidelines, Public Service General Orders, Governments Development Goals and Objectives and the Organic Law on ICAC.

This position is open to PNG citizens only.

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the online application form and attach the following - updated CV, including details of three (3) referees with current contact details.

For more information or to request a full Position Description email jobs@vanguard.com.pg alternatively, call (+675) 7500 7500.

Applications close COB Wednesday, 22 November 2023

Only shortlisted applicants will be contacted

To apply for this position:

- Download and complete the Application Form from <https://vanguard.com.pg>.
- Email the application to jobs@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview