



# CALIFORNIA HORSE RACING BOARD

## Investigator

*It is the mission of the California Horse Racing Board to ensure the integrity, viability, and safety of the California horse racing industry by regulating pari-mutuel wagering for the protection of the public, promoting horse racing, breeding, and wagering opportunities, and fostering safe racing through the development and enforcement of track safety standards and regulations for the health and welfare of all participants.*

**TENURE/TIMEBASE:** Permanent/Full time

**LOCATION:** Los Alamitos Race Track

**FILE BY:** June 12, 2018

**SALARY:** \$4,544.00 - \$7,316.00

**WORK DAYS:** Thursday-Sunday

**WORK HOURS:** 12PM-10PM

Completed Examination/Employment Application (STD. 678) may be submitted electronically via your CalCareers account at [www.jobs.ca.gov](http://www.jobs.ca.gov); or hand delivered to the address below before or on the final filing date by 5:00 p.m.; or mailed to the address below. Mailed applications must be postmarked no later than **June 12, 2018**. Resumes may be submitted, but are not required.

**HUMAN RESOURCES**  
**CALIFORNIA HORSE RACING BOARD**  
**1010 HURLEY WAY, SUITE 300**  
**SACRAMENTO, CA 95825**

All application packages must include **JC-112540** or Position **395-400-8610-004** in the job title section. Application packages must include all the required documents. Criminal Record Supplemental Questionnaire PDF can be found at <https://jobs.ca.gov/pdf/crsq.pdf>. Incomplete application packages will not be accepted.

Any questions about the position may be directed to Tom Blake, at (714) 820-2764 or by email [tomb@chrh.ca.gov](mailto:tomb@chrh.ca.gov)

### **ADDITIONAL INFORMATION:**

You are eligible to apply if you are on the State Restriction of Appointment (SROA) list for the same or a comparable classification; or a surplus employee in the same or comparable classification; are currently in the Investigator classification; have reinstatement eligibility; are in a classification comparable and transferable; or on a current Investigator eligible list and reachable.

It is the policy of the CHRHB that no person may be hired as an employee if that person has been convicted of a felony or any gambling-related offense, therefore all employees are subject to a background check.

### **POSITION DESCRIPTION:**

Under the general direction of the Supervising Special Investigator I, the incumbent independently conducts field investigations; works as part of a team; or acts as a lead of other investigators when assigned. As Peace Officers under the California Penal Code, Section 830.3(d), detects and/or verifies and enforces suspected violations of the California Horse Racing Board (CHRB) rules and regulations, the California Horse Racing Laws and other related laws.

### **ESSENTIAL FUNCTIONS:**

As assigned, will travel to the various race tracks/fair meets to independently, or as a lead, investigate and prepare written reports on reported/observed violations of the CA Horse Racing Laws, CHRB rules and regulations, and/or other related laws inside and outside of the racing enclosure; may assist with difficult or confidential investigations; gather and preserve evidence as required; present cases before the Board of Stewards by proving the facts, questioning prosecution and defense witnesses, present the evidence for review and acceptance into the hearing and may litigate cases; may represent the CHRB on appeal cases before an Administrative Law Judge and/or testify as a witness in criminal cases; and establish and maintain cooperative relations with Federal, State and local law enforcement agencies.

Reviews occupational license applications and conducts interviews of license applicants to determine fitness for a license; tests and analyzes the licensees' alcohol intoxication levels and urine samples when a licensee is under reasonable suspicion of being under the influence of drugs/alcohol; develops and works with confidential informants; maintains good communications with the horse racing industry; and assists Stewards in gathering information concerning issues associated with drug testing, medication programs, and other health and safety issues at the race tracks.

May be assigned to inspect intertrack wagering and auxiliary facilities which includes internal and external review of the entire facility; checking licenses of all personnel; securing contacts with the facilities' management, security personnel, and local law enforcement; may assist the Licensing Unit with fingerprinting and other related duties, with the approval of the Supervisor; and performs other duties as required.

### **REQUIRED/DESIRABLE CHARACTERISTICS:**

**Knowledge of:** Investigation techniques and procedures; rules of evidence and court procedures; laws of arrest, search and seizure; legal rights of citizens; and service of legal process. Interviewing techniques; duties of Federal, State, and local law enforcement agencies; provisions of the laws, rules, or regulations enforced or administered; and principles and techniques of personnel management and supervision.

**Ability to:** Interpret and apply laws and regulations to specific situations; gather and analyze facts and evidence; reason logically, draw valid conclusions, and make appropriate recommendations; communicate effectively; prepare written documents and accurate detailed investigation reports clearly and concisely; follow written and oral instructions; participate effectively in investigations and interviews; and establish and maintain cooperative working relationships with Federal, State, local law

enforcement agencies, and others. Analyze situations accurately, think and act quickly in emergencies, and take an immediate and effective course of action; develop, organize, prioritize, and manage multiple case investigations, work plans, and other assignments or tasks; review and evaluate the work of others; and provide guidance and constructive feedback.

**Skill to:** Perform investigatory work; and plan, organize, and direct investigations.

### **SPECIAL PERSONEL REQUIREMENTS**

The incumbent will work irregular hours, holidays, and weekends; travel frequently in southern California and occasionally throughout the State.

### **DESIRABLE QUALIFICATIONS**

Possession of a Peace Officer Standards and Training (POST) Certificate of Completion from Basic Academy or Specialized Basic Investigators' Certificate of Completion.

### **SPECIAL PERSONAL CHARACTERISTICS**

Possession of a valid driver license of the appropriate class issued by the California Department of Motor Vehicles; aptitude for investigation work; ability to be flexible; willingness as a learner to do routine or detailed work in order to learn the practical application of investigative principles; willingness to travel throughout the state of California; willingness to work away from home for extended periods of time; willingness to work long, irregular, and unusual hours as required; willingness to work weekends, evenings, nights, and holidays as required; willingness to associate with criminally-inclined persons; keenness of observation; good memory for names, faces, places, and incidents; neat personal appearance; tact; reliability; emotional stability and maturity; satisfactory record as a law-abiding citizen; demonstrated capacity for development as evidenced by work history, academic attainment, participation in school, or other activities or by well-defined occupational or vocational interests; work under stress and adverse conditions; freedom from any physical or mental condition that would interfere with the full performance of the essential duties of a peace officer; effective use of both hands, both arms, and both legs; strength, endurance, and agility; normal hearing; normal vision (20/20) or vision corrected to normal; and weight in proportion to height.

### **MINIMUM AGE**

Minimum age for appointment: 21 years.

### **PEACE OFFICER STANDARDS**

**Citizenship Requirement:** Pursuant to Government Code Section 1031(a), in order to be a peace officer, a person must either be a U.S. Citizen or be a permanent resident alien who is eligible for and has applied for U. S. Citizenship. Any permanent resident alien who is employed as a peace officer shall be disqualified from holding that position if his/her application for citizenship is denied.

**Felony Disqualification:** Pursuant to Government Code Section 1029, persons convicted of a felony are disqualified from employment as peace officers except as provided under Welfare and Institutions Code, Division 2, Chapter 3, Article 8, Section 1179(b), or Division 2.5, Chapter 1, Article 4, Section 1772(b). Except as provided for by these statutes, persons convicted of a felony are not eligible to compete for, or be appointed to, positions in peace officer classifications.

**Firearm Conviction Disqualification:** Anyone who is restricted for employment-related purposes from accessing, possessing, carrying, receiving, or having under his/her control a firearm or ammunition under all applicable State or Federal laws is ineligible for appointment to any position in peace officer classifications.

Firearms Requirement: Persons convicted of a misdemeanor crime of domestic violence as defined in the amended Federal Gun Control Act of 1968 are disqualified from appointment to peace officer classifications.

Background Investigation: Pursuant to Government Code Section 1031, persons successful in peace officer examinations shall be required to undergo a thorough background investigation prior to appointment.

Medical Requirement: Pursuant to Government Code Section 1031, persons appointed to peace officer classifications shall undergo a medical examination to determine that he or she can perform the essential functions of the job safely and effectively.

Psychological Requirement: Pursuant to POST Regulations 1002(a)(7) requires psychological screening of applicants for peace officer classifications.

Training Requirements: Under provisions of Penal Code Section 832, successful completion of training is required for status in peace officer classifications.

Drug Testing Requirement: Applicants for positions in these classes at some departments/agencies are required to pass a drug-screening test. (The drug-screening test will be waived for employees who are currently in a designated sensitive class for which drug testing is required under State Personnel Board Rule 213.)

**WORK ENVIRONMENT:**

The incumbent works at Los Alamitos Race Track in a typical race track environment.

THE STATE OF CALIFORNIA IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF AGE, ANCESTRY, COLOR, DISABILITY (mental and physical), EXERCISING THE RIGHT TO FAMILY CARE AND MEDICAL LEAVE, GENDER, GENDER EXPRESSION, GENDER IDENTITY, GENETIC INFORMATION, MARITAL STATUS, MEDICAL CONDITION, MILITARY OR VETERAN STATUS, NATIONAL ORIGIN, POLITICAL AFFILIATION, RACE RELIGIOUS CREED, SEX (includes pregnancy, childbirth, breastfeeding and related medical conditions), AND SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.

The California Horse Racing Board utilizes the California Relay Service. The numbers available for use are

1-800-735-2929 (TT/TDD) and 1-800-735-2922 (VOICE).

Final File Date: **June 12, 2018**

JC-112540 Investigator 8610

<https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=112540>

Release Date: **May 29, 2018**