

TURKS AND CAICOS ISLANDS



JOB VACANCY – INTELLIGENCE OFFICER

The Turks and Caicos Islands Integrity Commission invites applications from suitably qualified individuals to apply for the following vacant position within the Commission.

INTELLIGENCE OFFICER

Purpose and Key Responsibilities

To oversee and manage the acquisition and development of tactical and strategic intelligence and other prevention initiatives focused on the identification of corrupt activities and practices within the Turks & Caicos Islands public sector; to lead in the effective implementation of a ‘Whistle-blowing’ regime within the statutory framework underpinning the work of the Integrity Commission as an anti-corruption agency.

Key responsibilities will include to:

- receive and manage all intelligence matters of the Commission;
- to design, establish, maintain and manage appropriate mechanism for receiving reports, complaints and information on potential and alleged corrupt practices and acts, as well as breaches of the Code of Conduct, within an effective and robust ‘Whistle-blowing’ regime that will meet the challenges of small Islands environment;
- participate in operations, investigations, projects and prevention initiatives; gathering information, intelligence and evidence in order to build knowledge of corrupt activities and practices for the purpose giving effect to the mandate of the Commission;
- provide advice on legislation, policy and tactical options to assist in the planning and implementation of investigations, operations and prevention initiatives;
- provide tactical and strategic support to the Commission through research, target profile development, the collection and analysis of evidence/data, production and dissemination of intelligence and evidential products and identify prevention opportunities, as appropriate;
- develop and implement relevant policy to ensure the quality, secure handling and dissemination of intelligence, maintaining confidentiality, sensitivity and associated duty of care;
- provide expertise and advice on all intelligence gathering and enforcement related issues and to function as a member of the enforcement team reporting to the Commission through the Director;

- conduct case management, and create, maintain and update relevant records and database including operational or programme activity spreadsheets, case files and monthly reports.

Qualifications/Experience:

- The appointee should preferably come from a law enforcement background, with significant experience in managing intelligence as per international standards, which includes experience in handling covert intelligence sources (CHIS) or similar;
- Minimum of ten years of substantially relevant experience required in areas such as: sensitive intelligence and evidence-gathering, complex financial crime investigations and criminal prosecution, fraud or corruption/forensic auditing or accounting. Proven experience in interviews and interrogation involving both cooperative and hostile witnesses, and subjects of investigations. Recent and relevant senior policing, fraud and intelligence – gathering squad experience would be particularly valued.
- Preferably have gained overseas work experience (ideally in the Overseas Territories) or experience at senior level working closely with other cultures in a small Islands environment.

Technical and related Skills:

- Comprehensive knowledge of investigative strategies, methodologies and techniques, which may include experience in complex litigation/prosecution strategies;
- Ability to conduct witness interviews, handle depositions or otherwise elicit relevant testimony;
- Strong writing and editing skills; experience in collating, collecting and reviewing documentation to identify relevant evidence.
- Outstanding ability in gathering, analyzing and synthesizing sensitive information from multiple sources and/or formulating perspectives to make clear, timely and well-reasoned decisions and recommendations.
- Strong IT knowledge and the ability to drill down into IT systems and computerized data to discover hidden information.
- Good analytic, risk-assessment and evaluation skills to identify procedural or compliance weaknesses, and strong problem-solving ability;

Competencies and other desirable qualities include:

- The position is a sensitive role and requires the highest standards of confidentiality, integrity and probity, and understanding of fiduciary responsibilities to the people of the Turks and Caicos Islands;
- The applicant should be able to demonstrate a knowledge of law and procedures akin to the Regulation of Investigatory Powers Act (RIPA) UK, Criminal Procedure and Investigation Act (CPIA) UK, Human Rights and covert policing methods.
- The ability to forge meaningful and productive relationships across a host of both internal and external partners is essential.

- It is anticipated that candidates will have completed and operated within an arena of Serious & Complex Investigations Professional Development Portfolio, or similar historic course previously.
- The TCI Integrity Commission is an affiliated member of the UK – NCA International Anti Corruption Coordination Centre and as such, the successful applicant would be expected to participate on a monthly basis in its international liaison meeting and also its annual international conferences.
- The ability to work effectively in teams, as well as being able to work independently and under pressure;
- Ability to demonstrate cross-cultural sensitivity in sharing knowledge and information;
- Excellent oral and written communication and presentation skills and interpersonal skills;
- demonstrate the ability to rapidly attain a good knowledge and appreciation of TCI law as it pertains to corruption and integrity in public life;

Remuneration

Salary is in the range of \$64,985 - \$75,363 and is negotiable depending on qualification and experience, plus \$14,400 housing allowance per annum

Application procedure

Applicants are requested to submit their CV together with an accompanying letter demonstrating why they would wish to work with the Commission and what particular attributes they would bring to its work. Certified copies of qualifications as well as the names and letters of two referees **must** be submitted with your application.

The deadline for applications is 16th November 2024, with a view to commencing work by early April 2025, subject to vetting and work permit processes.

Please note that only applicants selected for interview will be notified. Applicants who had previously applied for this post need not re-apply.

Applications should be emailed to the Secretary, TCI Integrity Commission at **secretary@integritycommission.tc**; Tel. 9461941