

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

Role 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 a 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 analytical, 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 some knowledge of laws and their application in the various overseas territories and Commonwealth jurisdictions, in addition to human rights laws 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;

Location

The Intelligence Officer position will be based in Providenciales

Remuneration

The starting salary for this role is **USD \$64,985** per annum, with an accompanying **USD \$14,400** annual housing allowance contribution.

Specific requirement for TCI Integrity Commission Ordinance

The successful candidate will be required to file with the Governor a Declaration of Income, Assets & Liabilities. This declaration will include details relating to his/her spouse and dependent children, pursuant to section 39 of the Integrity Commission Ordinance. He/she is also required to swear/affirm an oath of secrecy before commencing work.

Term of Contract

If the successful candidate requires a work permit, the contract will be for a period of two years in the first instance, renewable upon mutual agreement, but subject to the Commission's ability to secure subsequent work permits for him/her.

Application procedure

Applicants are requested to submit their CV together with a cover letter setting out how they satisfy the criteria for this role, to be delivered to the Secretary, the Turks and Caicos Islands Integrity Commission, Franklyn Missick's Building, Church Folly, Grand Turk, the Turks and Caicos Islands, or by email, addressed to secretary@integritycommission.tc.

Applicants should include contact details for two referees who will be asked for written references should the applicant be successful.

Applicants who are Islanders are encouraged to send a copy of their application to the Commissioner for Labour.

Any International applicant, if selected for the position, will have to provide details of childhood vaccinations as part of the process to obtain a certificate of good health in order to process the requisite Work Permit application.

THE DEADLINE FOR THE SUBMISSION OF APPLICATIONS IS 27th MARCH 2026

Applicants should note that only those who are successful in progressing through a short-listing process for an interview for the role will be notified.

Applicants should also note that, due to the sensitivity of this role, the IC will undertake a vetting process of the successful candidate. This process will be undertaken by an independent third-party vetting company.