



Compliance & Investigations

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Toll Free: (800) 927-0456
Fax: (800) 927-2239

www.g4s.us/investigations

G4S Compliance & Investigations is currently seeking dedicated, motivated and inspired individuals for the following career building positions!

- **Surveillance Investigator**
- **Fire Investigator**
- **SIU Investigator**

Surveillance Investigator

G4S, the global leader in insurance investigations is actively pursuing candidates for full time or part time **Surveillance Investigator** positions in the following locations:

Los Angeles CA, N. Hollywood CA, Sacramento CA, San Bernardino CA, Laguna Beach CA, Modesto CA, Butte MT, Missoula MT, Albuquerque NM, Kansas City MO, Mankato MN, Minneapolis, MN, Northern VA, Charlotte NC, Lexington KY, Baltimore MD, Northern NJ.

JOB DESCRIPTION

- Independently investigates insurance claims filed for a variety of coverage to include workers' compensation, general liability, property and casualty, disability, life and health care under close direct supervision
- Collects information through use of own discretion, and guidance from clients and case managers, by means of:
 - Personal observation with video and photographic validation
 - Collecting, evaluating and analyzing documents and records from various sources, such as courts, medical offices, employers, educational institutions, law enforcement agencies and insurance companies and the like
- Independently assimilates the information collected
- Evaluates and analyzes the collected information/documents for relevance
- Focuses on relevant information by verifying and validating the details to determine if the facts reported and developed match
- Independently produces written reports that fully detail the information collected and analyzed
- Collects evidence and secures the evidence by maintaining an unbroken chain of custody
- Is prepared to testify to the facts collected in any hearing or court of law
- Maintains accurate and well-organized case files
- Submits to the appropriate case manager all case files with notes, reports, documents, and photographs upon completion of the investigation
- Perform any assignments, projects, or duties as dictated by business need or management direction

Western Region:

10390 Commerce Center Drive
Suite C-100
Rancho Cucamonga, CA 91730
Toll Free: (888) 501-7017
Fax: (888) 836-4189

Corporate Solutions:

3950 RCA Blvd.
Suite 5003
Palm Beach Gardens, FL 33410
Toll Free: (800) 275-8318
Fax: (800) 275-8319



QUALIFICATIONS

- An Associate's degree and a minimum of 1-year experience in a related field preferred, additional experience may be substituted for formal education
- Successful completion of the G4S Investigations PI Training course is mandatory
- Proficiency in Microsoft Outlook, Excel, and Word required
- Ability to remain highly productive in a changing environment, strong attention to detail and organizational skills
- Communicate effectively and professionally; verbally and in writing
- Follow written and verbal instructions
- Ability to type 30-40 words per minute
- Valid State-issued Driver's License

Fire Investigator

G4S, the global leader in insurance investigations is actively pursuing candidates for part time **Fire Investigators** in the following locations:

Sacramento CA, Jacksonville FL, Gainesville FL, Indianapolis IN, Owensboro KY, Shreveport LA, Monroe LA, Baltimore MD, Minneapolis MN, St. Paul MN, St Louis MO, Topeka KS, Las Vegas NV, Reno NV, Carson City NV, Pittsburg PA, Harrisburg PA, Salt Lake City UT, Milwaukee WI, Madison WI.

JOB DESCRIPTION

- Independently capable of securing a fire scene properly and identifying the resources necessary to initiate and complete a fire scene investigation
- Collects, secures, packages, and transports physical evidence in a proper manner
- Independently documents fire scenes through the use of both still and video photography
- Independently illustrates fire scenes through the use of diagrams and sketches
- Submits physical evidence to appropriate laboratories for analysis
- Independently documents the investigative strategy for any necessary follow-up investigation after the completion of the fire scene examination
- Must display an understanding of basic insurance, including gaining access to damaged property
- Utilizes appropriate engineering resources to assist in the fire scene examination and the analysis of any physical evidence
- Independently develops an opinion as to the origin, cause, and development of the fire and relates the opinion in a clear and concise manner in depositions and trials



QUALIFICATIONS

- A Bachelor's degree is preferred, and a minimum of 5-7 years of demonstrated experience conducting fire investigations, with additional experience in criminal investigations, is required; additional experience may be substituted for formal education.
- Must have a working knowledge of the following:
- Fixed fire suppression systems, including but not limited to sprinkler systems and dry chemical extinguishing system and the impact of such systems on the development and spread of fire
- NFPA 921 and other fire investigation related Guides and Publications
- Types of fuel, the ease of ignition of each fuel and the impact of each fuel on the development of a fire
- Hazards that can be present at a fire scene, including, but not limited to structural collapse, electrical hazards, hazardous materials, and hanging objects
- Building construction, building features and any impact upon development and spread of fire.
- Fire department operations
- Types, characteristics and causes of explosions
- Available ignition sources present in a given structure
- Court qualified as an expert witness to testify to the origin and cause of fires preferred, successful completion of IAAI Expert Courtroom Testimony Program considered
- Nationally certified through IAAI (Certified Fire Investigators), NFPA (Certified Fire & Explosion Investigator); or certification completed within 30 days
- Successful completion of the G4S Investigation PI training orientation course is required
- Must be able to obtain appropriate licensure within 30 days
- Ability to independently plan out complex investigations and lead others to follow investigative plans
- Communicate effectively and professionally; verbally and in writing
- Strong analytical and problem solving skills

SIU Investigator

G4S, the global leader in insurance investigations is actively pursuing candidates for full time or part time **SIU Investigator** positions in the following locations:

Tucson AZ, El Paso TX, Minneapolis MN, Miami FL, San Diego CA

JOB DESCRIPTION

- Must personally understand the G4S vision, and be able to communicate and implement business strategies to realize that vision;
- Review complex CI & SIU investigations independently and provide support and guidance to the assigned field investigator;
- Perform complex CI, SIU, and corporate investigations in the field in a professional manner;



- Develop and document information on any investigation, file review, audit, training assignment, consulting engagement, or other project as directed, in a professional and expert manner by writing clear, concise, and grammatically correct reports, memos, and letters;
- Have working knowledge and understanding of anti-fraud laws, insurance regulations, and compliance rules and standards in their home state and within their designated region of the country.
- Run appropriate database indices if necessary and verify the accuracy of results found;
- Independently outline a game plan for assignment objectives and appropriately document and communicate to clients and their SIU Supervisor;
- Provide assistance to the assigned field investigator to ensure positive results;
- Be available to travel to other areas of the country with limited notice for investigations, as needed;
- Travel other states to work with Investigators for one-on-one training of more complex or unique cases, as needed;
- Handle client SIU requests and responsibilities independently;
- Offer expert advice to clients regarding SIU investigations
- Conducts CEU level courses and Fraud Awareness training for our clients and others, as directed;
- Conducts Fraud Compliance Audits and prepare professional reports directed at Executive Level management;
- Provides technical investigative guidance and recommend field investigative actions; communicate via telephone or email to assist field investigators;
- Participates in growth and business development of the unit;
- Reviews and evaluates claim files to determine and recommend the appropriate investigative needs;
- Monitors and organizes personal work load to ensure efficiency and accuracy;
- Completes projects as dictated by business need or management direction;
- Any additional assignments and/or projects as dictated by business need or management direction;

QUALIFICATIONS

- A Bachelor's degree; and/or a minimum of 3 years of demonstrated experience conducting complex insurance investigations or adjusting complex claims; 5 years of demonstrated professional law enforcement experience with specific attention to investigative topics related to fraud and other topics related to the business of the SIU; a substitution of additional related investigative experience and/or professional training may be made in lieu of the educational degree;
- Professional industry certifications highly desirable (i.e. CFE, CIFI, FCLA, FCLS, CPP, AIC, CPCU)
- Ability to independently plan out complex investigations and lead others to follow investigative plans



- Proficiency in Microsoft Outlook, Excel, Word, and PowerPoint required
- Ability to remain highly productive in a changing environment, strong attention to detail and organizational skills

G4S offers a comprehensive compensation and benefits package, for full time employees, that includes medical, dental, vision, life, long-term and short-term disability, and a matching 401k plan.

G4S provides paid training at our global headquarters in Raleigh, NC and field training in each geographic region for investigator positions. Interested candidates meeting the above requirements for these positions should forward their resume to resumes@USA.G4S.com. For more information on G4S Compliance & Investigations please visit our website at www.g4s.us/investigations

