

**CLASS TITLE: FRAUD AND OVERPAYMENT  
INVESTIGATOR**

**Class Code: 02250200  
Pay Grade: 21A  
EO Code: B**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To conduct technical and non-technical investigations relating to the existence of possible fraud involving Department of Employment and Training programs; to ascertain facts, obtain evidence, prepare reports of findings and carry out procedures to speed the recovery of overpayment; and to perform related work as required.

**SUPERVISION RECEIVED:** Works under the general supervision and follows general and specific instructions; work is reviewed upon completion to ensure conformance to laws, regulations and instructions.

**SUPERVISION EXERCISED:** As required, to supervise the work of others assigned to assist.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To investigate leads or information regarding the possible fraudulent collection of insurance or overpayment of benefits to claimants.

To conduct special investigations for the discovery or verification of facts in cases where noncompliance with unemployment and temporary disability laws or regulations is suspected.

To interview persons for the purpose of clarifying, verifying or discovering information relevant to cases under investigation.

To make oral or written reports on findings and observations to superiors or other authorities.

To analyze records involving temporary disability and unemployment insurance and employer personnel to verify facts relating to the possibility of fraudulent or excessive payments.

To make site inspections or observe activity which may indicate violations of pertinent laws and regulations.

To assist law enforcement authorities in conducting investigations relating to possible fraudulent activity.

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough of investigative techniques involved in the detection of fraud; a working knowledge of rules of evidence and procedures for acquisition and disposition of such evidence; a familiarity with Unemployment Insurance, Temporary Disability Insurance, Job Training Partnership Acts, and other programs administered by the department; the ability to prepare oral and written reports; the ability to read and understand various records or related written information; and related capacities and abilities.

**EDUCATION AND EXPERIENCE:**

Education: Such as may have been gained through: graduation from a junior college of recognized standing; and

Experience: Such as may have been gained through: employment in a position responsible for conducting fact finding investigations including the application and/or enforcement of state and federal laws under which penalties are assessed for misrepresentation and/or other violations.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised: August 25, 1991

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