



OFFICE OF THE ATTORNEY GENERAL
200 St. Paul Place
Baltimore, Maryland 21202
www.marylandattorneygeneral.gov

JOB ANNOUNCEMENT
Fraud Investigator (Administrator I)
Securities Division

Posting Date: June 27, 2024 **Closing Date:** July 11, 2024

Job Title: Fraud Investigator **Position Type:** Regular Full-Time

Salary: \$60,987 - \$98,313. The salary range is based on a multitude of factors, including applicable personnel rules, regulations, and guidelines.

Location: Office of the Attorney General, 200 St. Paul Place, Baltimore, Maryland 21202

Telework Status: A hybrid remote telework and in-office schedule option is available per applicable policies and procedures.

DESCRIPTION: The Attorney General is the chief legal officer of the State of Maryland. The Office of the Attorney General (OAG) has the general charge, supervision, and direction of the State's legal business, acting as legal advisors and representatives of the major agencies, various boards, commissions, officials, and institutions of State Government. The OAG also protects the public by civil enforcement of antitrust, civil rights, consumer protection, and securities laws and regulations and by the prosecution of organized crime, Medicaid fraud, environmental crimes, insurance fraud, state tax evasion, and other statutorily assigned matters. As Maryland's 47th Attorney General, Anthony G. Brown leads the Office with a critical focus on equity, justice, and fairness.

The Office of the Attorney General Securities Division is seeking applicants for a Fraud Investigator (Administrator I) to work closely with Assistant Attorneys General to investigate and bring enforcement actions for violations of the state securities act, franchise law, and business opportunities act.

The job duties include: locating and interviewing victims and witnesses; preparing interview reports, affidavits, subpoenas, and other documents for civil and administrative proceedings; serving subpoenas, administrative orders, and court orders; reviewing and analyzing subpoenaed documents, including bank records, brokerage accounts, and other financial and business records; preparing reports and spreadsheets summarizing the documents; tracing funds and locating assets of targets; dealing with officials of brokerage firms, investment advisers, and franchisors; working with victims of financial fraud, including unsophisticated investors, immigrants, and the elderly; acting in an undercover capacity as a potential investor; testifying in court and

administrative hearings; and working closely with other law enforcement agencies, including the SEC, the FTC, the United States Attorney's Office, the State Police, local prosecutors, the U.S. Customs Service, the FBI, and Postal Inspectors.

EDUCATION/EXPERIENCE:

Education: A bachelor's degree in business administration, accounting, finance, criminal justice or a related field from an accredited college or university.

Experience: Three years of experience performing investigative work in securities, financial fraud, consumer protection, Medicaid fraud, or similar relevant experience. Candidates must have computer software experience, including use of Access or Excel, and word processing programs. In addition, possess excellent communication and writing skills.

Note: Candidates may substitute graduation from an accredited high school or possession of a high school equivalency certificate and seven years of experience performing investigative work in securities, financial fraud, consumer protection, Medicaid fraud, or similar relevant experience.

The candidates must be willing to work throughout the state and at times work outside the typical workday. The candidate must possess a valid Maryland Driver's License. Experience in criminal or financial investigation and law enforcement preferred.

SUBMISSION: Interested persons should submit a resume, on-line application, and supplemental questionnaire through the Department of Budget and Management, at [Maryland State Online Employment Center](#) by July 11, 2024.

EMPLOYMENT BENEFITS: The successful candidate will be eligible for subsidized health benefits (medical, prescription, dental and vision coverage) and life insurance; leave, including annual (vacation), personal, sick, and paid parental leave; and will be eligible for participation in a contributory defined benefit pension plan in which they are vested after ten years. State employees are eligible to participate in two supplemental retirement plans: the 457 Deferred Compensation Plan and the 401(k) Savings and Investment Plan. The State also offers a free mass transit benefit for local bus and express bus services.

EQUAL OPPORTUNITY EMPLOYER: The OAG is an equal opportunity employer that encourages all interested persons to apply regardless of race, color, religion or belief, ancestry, national origin, age, marital status, sexual orientation, gender identity and/or expression, disability, pregnancy, family or parental status, veteran status, genetic information, or any protected category prohibited by local, state or federal laws.

COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND BELONGING: The Office of the Attorney General views equity, diversity, inclusion, and belonging as the pathway to achieving professional excellence and fostering and maintaining a culture where every employee can thrive. We strive to create a community that draws upon the best pool of talent to unify excellence and diversity while fully embracing individuals from varied backgrounds, cultures, races, identities, life experiences, perspectives, beliefs, and values. We honor, respect, and celebrate all differences, both visible and invisible, and are committed to recruiting, retaining, and promoting individuals who have historically been underrepresented in the practice of law and professional careers.