

INVESTIGATOR JOB DESCRIPTION

Hours:	Full-time position (40 hours per week)
Location:	Flexible (must be willing to work from home)
Offer:	Starting salary of GBP 40,000 with 28 days paid holiday per year together with the usual public holidays in England and Wales. Healthcare and life assurance.
Start date:	July 2022

ABOUT US

FIND is a not-for-profit financial investigations organisation. We gather information and evidence about the financial operations of perpetrators of human rights abuses, war crimes and environmental harm, and their networks. Our clients –typically charities and NGOs – use this information to support their accountability strategies. We are a small team of four investigators and are looking to hire a fifth experienced investigator to get involved with our growing caseload.

FIND is supported by Raedas, a company that provides investigative support in international litigation, arbitration and out-of-court disputes. FIND and Raedas are separate legal entities, their operations are distinct from one another and FIND is funded independently. Raedas’ support to FIND includes pro bono hours from its staff.

OUR INVESTIGATORS

Investigators at FIND buy in to the opportunities and challenges of working at a new and small organisation. They are:

- o Enthusiastic investigators and skilled reporters. Research, analysis and presentation of findings form the foundation of what we do. We are OSINT experts able to handle large amounts of data, identify its relevance and present findings with clarity and precision.
- o Creative, highly adaptable and fast learners. FIND investigators achieve a lot with limited resources. They wear many different hats: investigators, business development managers, trainers, and more. What they don’t know they learn.
- o Committed to FIND’s objectives and non-profit status. FIND’s investigators are motivated more by contributing to meaningful projects than salary and job title. They receive competitive pay for the non-profit sector and compassionate working conditions.

POSITION

FIND is looking for an experienced investigator with the skills to conduct and manage investigations. The candidate would ideally have experience working on asset tracing investigations across multiple jurisdictions, as well as experience of broader financial investigations. This could include mapping supply chains and money flows relating to commodities such as palm oil; or identifying and profiling key actors in emerging economic sectors, such the interconnection between telecoms companies and data-storage providers in the context of the digital surveillance market.

Key responsibilities would include:

- Analysis and presentation of investigative findings to clients
- Capacity to manage investigations
- Preparation of proposals for new investigations
- Delivering training

REQUIRED SKILLS AND EXPERIENCE

Investigative background: at least four to five years of experience in investigative work.

Languages: Ability to conduct research in and, preferably, to speak languages other than English.

Writing, numeracy and register: Ability to express complex ideas and voluminous information in a concise way, and in the appropriate register in English. Highly literate and numerate with familiarity of legal and financial terminology.

Presentation: Ability to present findings to clients and interested parties “in person” in various formats: presentation, conference call, group discussion.

Sources: Detailed knowledge of capabilities and functionality of proprietorial and free-access databases providing, inter alia, corporate, legal, trade, customs, property, financial, regulatory, industry-specific information. Ability to identify, task and handle “human sources” and external consultants.

Tools: Highly computer/online literate, with good working knowledge of tools such as Excel, i2 and security tools such as VPN, TOR. Ability to retrieve hard-to-access data.

Organisation and management: ability to plan an investigation, formulate a budget, allocate resources, consider methodologies, handle project admin and billing. Experience of case management.

REQUIRED APTITUDES

Adaptability. Investigators must be able to apply their skills to any subject in any jurisdiction, and have the ability to grasp new topics quickly.

Tenacity. Information is often obtained only by asking the same question in different ways. Investigators must be able to formulate and reformulate methods of inquiry.

Resilience. Investigators work alongside numerous other professions and interested parties, each with its own demands, timeline and personality. Investigators should be able to prioritise and stay focussed.

Collaboration. Investigators should be able to communicate effectively and appropriately with existing and potential clients, external contractors, sources and fellow staff members.

FOR SUBMISSION

Please submit your CV and cover letter outlining how your skills and experience correspond to the job description to enquiries@fi-nd.org by 12 May 2022.