

Job title: Investigator / Senior Investigator
Office of the Inspector-General of Intelligence and Security

Location: Wellington

Closing date: 5pm – Wed 31st January 2024

Monitor New Zealand's intelligence and security agencies

The Office of the Inspector-General provides independent oversight of New Zealand's two intelligence and security agencies to ensure they operate lawfully and in a manner New Zealanders would think proper. We do this by examining selected areas of the work of the New Zealand Security Intelligence Service and the Government Communications Security Bureau, focusing on the systems they have in place to ensure that human rights and other legal and ethical obligations are respected. The Inspector-General is looking for investigative staff to support this important function.

As an investigator you will be responsible for investigating the activities of the intelligence and security agencies on behalf of the Inspector-General. This includes assisting on any inquiries the Inspector-General initiates, reviewing agency operations and intelligence warrants, and investigating complaints about the agencies. You will assist the Inspector-General in monitoring the agencies' activities and assessing the soundness of their operational and compliance policies and procedures.

We are looking for a motivated individual with an enquiring mind to fill this role. Candidates will have a tertiary qualification with some post-qualification work experience. A qualification in law is useful but not essential. A background in IT, investigations, audit procedures, compliance and/or policy would also be useful. We are a small office, so a wide skill-set and willingness to undertake tasks across the breadth of our work is essential. More experienced candidates may be considered for the role of a Senior Investigator. To be suitable, you will need to have the following qualities:

- Self-motivated, disciplined, reliable, and determined with a “can do” approach
- Professional independence and personal detachment
- A team player, flexible and operating with respect, trust, and support for others
- Excel at interpersonal and relationship management skills
- A critical thinker – strong in cognitive, analytical, and problem-solving skills
- Excellent verbal and written communication skills
- The highest levels of personal integrity and conduct, and ability to obtain and maintain a high level (Top Secret Special) security clearance¹

A background in the security and intelligence area is not essential, but would be helpful. Significant learning opportunities will be available to successful applicants.

We will consider applicants wishing to work part-time. Secondments from public sector agencies will also be considered for suitably qualified candidates. This position is based in Wellington. Remote working/working from home is not practicable, for security reasons.

¹ Information about the security vetting process can be found in *Protective Security Requirements* (section 4) <https://protectivesecurity.govt.nz>. If you have additional questions please contact us before preparing your application to discuss what is required in order to obtain a security clearance: phone 04 460-0030 or email enquiries@igis.govt.nz.

Submit your application by emailing to enquiries@igis.govt.nz. **Remember to include your covering letter, current CV, completed application form and proof of identity.**

If you have questions that would help you assess your suitability for this role, please contact us in confidence on enquiries@igis.govt.nz.