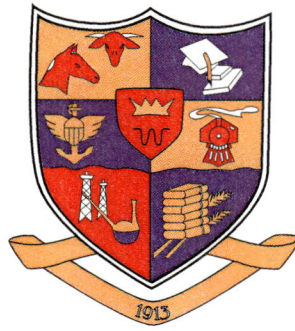


**John T. Hubert**  
District Attorney

(361) 595-8544/8545  
Fax: (361) 595-8522



**Kleberg & Kenedy Counties**  
**District Attorney's Office**

**Kleberg County Courthouse**  
P.O. Box 1471  
Kingsville, Texas 78363

**COUNTY of KLEBERG**  
KINGSVILLE, TEXAS

***Notice of Employment Opportunity***

Position: Investigator (Lieutenant) for the District Attorney's Office – ½ grant funded

Job Description: Advise law enforcement on criminal investigations.  
Prepare cases and appear at all stages of investigation and trial to include Grand Jury and Pretrial hearings.  
Confer with law enforcement agencies, victims and witnesses in regards to felony criminal cases.  
Provide personal security and escort.  
Visit crime scenes when necessary.  
Draft and prepare search warrants for law enforcement.  
Assist clerical staff as needed.  
Manage Grant Requirements  
Manage all TCOLE certifications  
Additional training as required  
Compile statistical reports and/or utilize the computer to process, retrieve and disseminate information.  
Perform other duties as may be assigned. Is expected to be in the office from 8:00 a.m. to 5:00 p.m., unless on other assigned duties.  
Will be "on call" 24 hrs / day, 365 days a year.  
Operate as department head for investigators/reserve investigators

Required Qualifications: Must be able to speak Conversational Spanish  
Possess a valid TCOLE License  
Possess a valid Driver's License  
Be able to run while wearing a ballistic vest  
Carry 100 lbs over 50 meters

Preferred Qualifications: Administer complex paperwork, including grant documents  
Read and write Spanish  
Minimum 5 years law enforcement with 2 years Investigative experience  
Advanced or Master Peace Officer License

Application Deadline: Open until filled

Work to Begin: ASAP

Salary: Up to \$53,750.00, depending upon qualifications, benefits as provided by Kleberg County.

Qualified individuals may apply by filling out an application and returning it to the Kleberg/Kenedy Counties District Attorney's Office. Recommendations accepted, but not required.  
Kleberg County is an Equal Opportunity Employer.  
All employees are expected to conform to the employment policies of Kleberg County and the District Attorney's Office.

**Please contact Jessica Balderas via email [jbalderas@co.kleberg.tx.us](mailto:jbalderas@co.kleberg.tx.us) or via phone 361-595-8544 for a copy of the application.**