

Investigator

PROFESSIONAL SUMMARY

Dedicated Investigator with over 10 years of experience in conducting thorough investigations, analyzing evidence, and collaborating with law enforcement. Proven track record in case management and ensuring compliance with legal standards.

WORK EXPERIENCE

Chief Investigator

WidgetWorks Inc.

耳 Denver, CO

- 1. Managed case intake, prepared reports, and logged cases in the tracking system for efficient tracking.
- 2. Reviewed reports to confirm reasonable suspicion and verified probable cause for arrests.
- 3. Ensured all elements of offenses were present and corroborated with evidence.
- 4. Identified and verified witnesses, victims, and defendants with valid contact information.
- 5. Collected, tagged, and logged evidence, maintaining a documented chain of custody.
- 6. Assisted in grand jury organization, prepared indictments, and managed subpoenas and witness warnings.
- 7. Supported pre-trial hearings and meetings, obtaining necessary records and evidence for case preparation.

Senior Investigator

Silver Lake Enterprises

- **耳** Seattle, WA
- 1. Drafted comprehensive investigative reports detailing findings and recommendations. 2. Established effective working relationships with community
- members and law enforcement agencies. 3. Conducted thorough background investigations for personnel
- security and suitability. 4. Provided security support for district courts, grand juries, and pre-
- trial hearings.
- 5. Acted as a liaison with various law enforcement agencies to facilitate investigations.

EDUCATION

m Dec / 2011-Dec / 2014 Bachelor of Science in Criminal Justice

University of California

∓ Denver, CO

Focused on criminal law, investigative techniques, and ethics in law enforcement.

SKILLS

Criminal Investigation

Analytical Thinking

Evidence Analysis

Case Management

Interpersonal Skills

INTERESTS

Art

Volunteering

🖡 Hiking

🚺 Yoga

STRENGTHS

Q Criticality

≡ Detail-oriented

Diplomacy

© Enthusiasm

LANGUAGES







English

ACHIEVEMENTS

Successfully solved over 150 cases, leading to a 90% conviction rate.

Developed a streamlined case management system that reduced processing time by 30%.