



CIVILIAN FINANCIAL INVESTIGATOR

**ISLE OF MAN CONSTABULARY
DEPARTMENT OF HOME AFFAIRS**

Candidate Information Pack



ABOUT THE ROLE

Thank you for your interest in our Civilian Financial Investigator vacancy for the Department of Home Affairs. This is a truly exciting and challenging role and we hope this Information Pack gives you an insight into what the role looks like, and whether it is the right role for you.

If you would like any further information about the role after reading, please contact Darren Richards at darren.richards@iom.police.uk.

ABOUT THE FINANCIAL CRIMES TEAM

The Isle of Man Constabulary has two teams with responsibility for the investigation of financial crime at a domestic level and cases of international money laundering.

The Economic Crime Unit deals with serious and complex financial crime with an Isle of Man nexus. The Proactive International Money Laundering Investigation Team (PIMLIT) deals with complex international money laundering cases which include, money laundering, terrorism financing and proliferation financing. Staff may be rotated between teams to match both demand and investigative experience.

Working in partnership with other agencies the Financial Crime Teams are expected to proactively identify and investigate criminality including working in partnership to restrain and forfeit the criminal proceeds of crime. In addition this will include prevention work such as highlighting ML typologies to prevent and detect financial crime involving an Isle of Man nexus including the flow of funds including the use of cryptocurrency through the jurisdiction and the illicit use of structures within and beyond the jurisdiction.

As an international finance centre the island is subject to external scrutiny and inspection of its law enforcement regime and performance against the FATF Standards. The main focus of the Constabulary is showing effectiveness against its proactive use of intelligence and investigations arising from the use of intelligence and asset recovery.

The team collate, examine and analyse evidence leading to the successful apprehension and prosecution of offenders.

Some of the key responsibilities of the team are:

- ♦ Investigating serious and complex financial crime, domestic and international money laundering and other associated offences
- ♦ Working in partnership with AML/CFT partners and other Law Enforcement Agencies
- ♦ Analysing the current and future threats to the IOM as an International Finance Centre
- ♦ Contributing to the National Risk Assessment
- ♦ Developing and implementing new and innovative investigative techniques in line with the highest risks identified in the National Risk Assessment



WHAT DOES THE ROLE INVOLVE?

Reporting to a Civilian Financial Crime Supervisor or Detective Sergeant working within the team, you will:

- Be accountable personally or as a member of a team for the delivery of investigation casework to the Financial Crime Supervisor and Detective Sergeant.
- Undertake Proactive investigations and intelligence gathering and development into criminal matters as required and the preparation of high quality files for submission to the Attorney Generals Chambers in accordance with the evidential threshold test.
- Ensure that all investigation casework is managed in accordance with relevant legislation, which may include the Companies Acts, the Police Powers and Procedures Act 1998, the Regulation of Surveillance Act 2006 and the Proceeds of Crime Act 2008.
- Plan and conduct investigations: suspect and victim/witness interviews; intelligence gathering, the use of irresistible inference; crime reduction, accredited to submit case files and evidence and disclosure in legal proceedings.
- Gather and use intelligence to support investigation casework, while ensuring intelligence is used ethically and in accordance with relevant legislation, policy protocols and codes of practice.
- Where necessary advise and liaise with other departments and agencies to lawfully share information and to assist in the identification of trends and typologies for prevention and detection purposes.



- Complete administrative procedures, ensuring that all processes relating to the handling of material are conducted in a prompt and effective manner.
- Prepare and present written affidavits and productions orders at Court.
- Present evidence at Court.
- Prepare International Letters of Request to seek and obtain material from other jurisdictions.
- Liaise with AML partners and other law enforcement agencies.
- Utilise primary IOMC computer and specialist IT systems for preparation and collation of material for investigative, intelligence and prosecution purposes.
- Plan, prepare and participate in the execution of warrants where appropriate attending scenes and interviewing suspects
- Communicate using a variety of skills utilising excellent written and verbal communication skills with both witnesses, victims, suspect, colleagues and partners from other agencies including face to face conversations, meetings and also via electronic means.
- Have the ability to inform and address a variety of audiences including both peers and supervisors whilst briefing operational matters and advising on investigative progress.
- Be a first point of contact to a victim of domestic Money Laundering and keeping them informed and updated as necessary to maintain public confidence in the police.
- Actively identify solutions to potential intelligence gathering and investigative issues including a requirement for specialist investigative support, IT support or a requirement to outsource where appropriate, by escalating both issues and ideas to your first line supervisor.

**UNCOVER THE TRUTH
BEHIND THE NUMBERS —
BECOME A CIVILIAN
FINANCIAL INVESTIGATOR**





WHAT DO I NEED TO BE SUCCESSFUL IN THIS ROLE?

	Essential or Desirable	Method of Assessment
Credibility		
Accreditation as a Specialist Fraud Investigator or Financial Investigator as set out under the National Crime Agency or City of London Police Financial Crime Training Programmes	Desirable	CV/Pre-employment check
Holds or is willing to study for ICA certificate in Anti Money Laundering	Desirable	CV/Interview
Demonstrate ongoing CPD in AML/CFT arena and willing to undertake investigation training	Essential	CV/Interview
Capability		
Previous experience as a financial investigator evidencing knowledge of relevant legislation, powers and process within the sphere of law enforcement	Desirable	CV/Interview
Excellent organisational skills	Essential	CV/Interview
Excellent interpersonal and communication skills	Essential	CV/Interview
Analytical and organised approach to administration	Essential	CV/Interview
Evidence of complex file and or report preparation of written reports	Essential	CV/Interview
Ability to develop and sustain effective working relationships both internally and externally with key partner agencies	Essential	CV/Interview
IT literacy in a variety of different software packages	Essential	CV/Interview
Character		
Self-starter with the ability to motivate and overcome investigative obstacles	Essential	Interview
Ability to remain calm under pressure	Essential	Interview

	Essential or Desirable	Method of Assessment
Character		
Manage short, medium and long term objectives	Essential	Interview
Skilled in the use of IT systems, MS and Excel	Essential	Interview
Ability to meet deadlines and re prioritise workload with minimal supervision	Essential	Interview
Demonstrate ongoing professional development	Essential	Interview
Analytical and organised approach to administration	Essential	Interview
Ability to develop and sustain effective working relationships both internally and externally with key partner agencies	Essential	Interview
Other requirements		
Isle of Man Worker	Desirable	Application
Satisfactory Security Clearance Check	Essential	Pre-employment check
Full valid driving license and access to own vehicle	Desirable	CV
Ability to travel off island as and when required	Essential	Interview



HEAR FROM THE TEAM

Hear from one of our Civilian Financial Investigator that joined the Financial Crimes Team and has never looked back...

What do you love most about your role?

As a civilian investigator, I work alongside the Isle of Man Constabulary, investigating financial crime. I love how interesting the job is and how collaborative the team is.

What does an average day in your role look like?

A typical day can vary significantly depending on the tasks that need to be completed. Some days are fast-paced and varied, involving multiple responsibilities such as attending meetings, swearing documents at court, and taking witness statements. Other days are more structured and focused, often dedicated to a single task like reviewing data or documents, or drafting a Letter of Request.

What is the team like that you work in?

We're a fairly small, diverse team with a mix of skillsets and experience. We manage our own responsibilities, but will often work together to share ideas, problem solve and support each other. Everyone is really friendly and approachable, which makes for a nice working environment.

What is the impact of your job on the Isle of Man?

The Pro-active Money Laundering Investigation Team is in place to not only help protect the island and local community but also communities in other jurisdictions from financial criminal activity or the funding of criminal acts such as human and drug trafficking.

What is the best benefit your receive as part of your job?

Flexible working hours are the best benefit. It really helps with a healthy work/life balance and removes stress from situations that mean you either need to start late, leave early or take an extended lunch break.

What development opportunities have you had since you started in your role?

Since joining the team, I have been given many training opportunities to help me within my role.

“Everyone is really friendly and approachable, which makes for a nice working environment.”