

Company Description The Office of the Nassau County Inspector General is an independent oversight entity dedicated to promoting integrity, transparency, and accountability in County operations. The office conducts reviews, audits, and investigations to detect and prevent fraud, waste, abuse, and misconduct in government activities. It works collaboratively with County agencies and stakeholders to strengthen internal controls and improve operational efficiency. The environment is professional, mission-driven, and focused on upholding the public trust through fair, objective, and thorough oversight.

Role Description The Oversight Specialist is a full-time, on-site role based in Mineola, NY. This role is responsible for conducting inspections, reviews, and investigations related to County programs, contracts, and operations to ensure compliance with laws, regulations, and internal policies. Day-to-day tasks include collecting and analyzing data, interviewing witnesses and subject-matter experts, reviewing proposed vendor contracts, documents and records, and preparing detailed reports of findings. The Oversight Specialist will collaborate with legal, audit, and law enforcement partners as appropriate, and may assist in developing or updating oversight procedures and best practices. The role also involves monitoring the implementation of corrective actions, presenting results to leadership, and maintaining accurate case files and documentation.

Requirements

- A bachelor's degree in criminal justice, public administration, auditing, or a related field;
- Strong analytical skills to review complex information, identify patterns, assess risk, and draw evidence-based conclusions;
- Strong written and verbal communication skills, including the ability to draft clear investigative reports and present findings to diverse stakeholders;
- Demonstrated integrity, sound judgment, discretion with confidential information, and commitment to nonpartisan, fair, and objective oversight;
- Proficiency with office productivity software and case management tools.

Preferred Qualifications

- An advanced degree or relevant professional certifications (e.g., CFI, CIA, CFE);
- Familiarity with criminal investigations, law enforcement, and/or government procurement processes, including investigative procedures and applicable laws and regulations;

- Skills in inspection and oversight activities, including conducting site visits, compliance reviews, and performance assessments of programs and operations;
- Experience working in a government or regulatory environment.

Salary Range

\$75,000 - \$90,000 annually DOE

Application information

Please send cover letter and resume to ncigjobs@nassaucountyny.gov