Conducts criminal and non-criminal investigations, which are international in scope in the regional jurisdiction of this office, which currently covers all of Brazil and Bolivia. These investigations are often highly controversial, may have significant social and political implications, and includes all the investigative categories enforced by the U.S. Immigration and Customs Enforcement as follows:

- **Currency/Money Laundering** – These investigations are conducted to enforce those violations which represent proceeds of criminal activities; particularly organized crime, white collar crime, narcotics trafficking, human/special interest alien smuggling, fraud, trade fraud, weapons trafficking, trade-based money-laundering, terrorism, transnational criminal organizations and any other financial crime(s) in association to and/or in furtherance of immigration and customs crimes. Additional objectives include the investigation of petition cases relating to seizures affected as a result of currency reporting violations.

- **Counter-Proliferations/Munitions Control** – Investigations in the enforcement of the export provisions of the Arms Export Control Act and the International Trafficking in Arms Regulations. Incumbent concentrates on those matters that exhibit a real threat to national security. Also included are the investigations of all petitions that result from seizures generated from the enforcement of the Arms Export Control Act.

- **Theft, Loss, Damage, and Shortage** – This includes the investigations of theft, loss, damage or shortage of merchandise under custody. The objectives of these investigations are to protect the revenue, to detect and apprehend those persons involved in cargo theft, to determine and apprehend those persons who are involved with organized crime activities/organizations.

- **Criminal, All Other** – U.S. passports, fraud, all assaults, and threats. This category also includes identifying and investigations of those persons who in the scope of their operation and/or employment, handle Customs bonded merchandise and are part of or involved with organized and/or transnational crime organizations.

- **Illegal Exports** – This investigative category is aimed at disrupting the flow of western technology and technical data to potentially hostile nations and/or enemies of the United States. This category also includes investigations of alleged violations of the Foreign Assets Control Regulations administered by the Department of the Treasury. Petitions generated by seizures resulting from these violations are also incorporated within this category.

- **Smuggling** – The smuggling of any type of merchandise and/or people into or from the United States of America and its territories. Merchandise includes, but not limited to, the illegal import or export of commercial quantities of diamonds, other precious stones, precious metals, jewelry, liquor, illicit drugs, firearms, explosives, art and artifacts, furs, clothing, immoral articles and/or obscene materials involving or relating to children, and other prohibited items. The smuggling of people for any purposes in violation of any law of any country. Investigations in this category also include 1930 Tariff Act violations, which prohibits the importation of any merchandise or product produced or manufactured in any shape or form by forced, child or prison labor.

- **Trafficking in Persons** – This investigative category addresses violations based on the exploitation of human beings whether it involves the movement of the victims or not. The focus of these investigations is to combat the severe human rights violation represented by Trafficking in Persons, in all its purposes, be it for organs trafficking, slavery, servitude, illegal adoption, sex exploitation.

- **Terrorism and Weapons of Mass Destruction (WMD)** - Investigations relating to acts of terrorism against the United States, the preparation, importation or export of WMD or elements thereof to facilitate an act of terrorism against the United States or allies.

- **Fraud** – Commercial Fraud investigations involves the violation of laws and regulations pertaining to the import/export of merchandise by means of false or fraudulent documents, statements or practices. These investigations not only impact the collection for revenues of the United States, they routinely draw the attention of Congressional committees and domestic trade associations.
j. Regulatory Compliance – This category of investigation deals with Customs bonds, collections, and personnel background investigations.

k. Smuggling of Controlled Substances, Drugs – This includes the interdiction and investigation of controlled substances or drugs being smuggled into the United States.

l. Incumbent will have access to all pertinent systems required to perform his/her duties. Will be responsible for managing law enforcement sensitive information and for conducting complex investigations in a professional manner with a minimum of supervision. In doing so, the incumbent conducts interviews, assembles and analyzes facts, gather(s) evidences and incorporates them in formal case reports for the use of ICE domestic offices, for the official use of the ICE Attaché’s office, for the use by other U.S. federal agencies, or the enforcement and judiciary community of the host country. Incumbent maintains continuing contacts with high-ranking officials of the law enforcement community, members of the judiciary and the business community as a whole. Incumbent conducts training and conferences. Interprets laws and regulations and provides advice/reports regarding their use.

Translation Responsibilities 30% of the time

m. Will translate or assist in the translation of complex legal documents to and from Portuguese and English.

n. May serve as a simultaneous translator in either Portuguese or English for high-level DHS visitors and dignitaries.

Office Manager duties 10% of the time

o. Will cover all pertinent Office Manager duties in the absence of the Office Manager (Position No. C06-701-DHS).

Note: “This position description in no way states or implies that these are the only duties to be performed by incumbent. Incumbent will be required to perform other duties as assigned by the agency.”