

Sergeant

Date: May 23, 2025

Location:

BRENNHAM, TX

Join the Texas Health and Human Services Commission (HHSC) and be part of a team committed to creating a positive impact in the lives of fellow Texans. At HHSC, your contributions matter, and we support you at each stage of your life and work journey. Our comprehensive benefits package includes 100% paid employee health insurance for full-time eligible employees, a defined benefit pension plan, generous time off benefits, numerous opportunities for career advancement and more. Explore more details on the [Benefits of Working at HHS webpage](#).

Functional Title: Sergeant

Agency: Health & Human Services Comm

Posting Number: 4679

Posting Audience: Internal and External

Salary Group: TEXAS-B-22

Shift: Day

Telework:

Regular/Temporary: Regular

FLSA Exempt/Non-Exempt: Nonexempt

Job Location City: BRENNHAM

Other Locations:

MOS Codes:

5805,5813,5819,5821,5822,7596,8012,14N,14NX,183X,1N0X1,1S0X1,250X,311A,31A,31B,31D,31PX,351L,351M,35A,35L,35M,3D0X3,3E7X1,3P0X1,43HX,4B0X1,4E0X1,5I0,649X,655X,683X,71SX,749X,783X,89D,89E,EOD,INV,IS,IV,LN,MA,ME,MLES,MSSD,MSSE,MSSR,MST,OAP12,OAP14

Job Title: Investigator VI

Department: State Ctr Invest Team

Closing Date: 07/01/2025

Occupational Category: Protective Services

Salary Range: \$4,801.16 - \$7,761.50

Additional Shift:

Travel: Up to 50%

Full Time/Part Time: Full time

Facility Location:

Job Location Address: 2248 S MARKET ST

Brief Job Description:

The Sergeant/Investigator VI of the State Centers Investigations Team (SCIT) is selected by and reports to a Captain/Manager of the SCIT, Office of Inspector General. The position performs complex criminal investigations involving allegations of abuse, neglect, and exploitation of residents in state-supported living centers and patients in state hospitals, and any other criminal allegations occurring at the state-supported living centers and state hospitals. Investigations are conducted under the general direction of a Lieutenant/Team Lead and managed through the SCIT Captain/ Manager/and Director. Investigations are conducted independently, requiring: evaluating, planning, and organizing, ability to quickly become familiar with program areas administered by the HHS enterprise agencies. Special investigations are conducted under the executive order of the Governor.

Investigations involve interviewing and taking statements; gathering and analyzing records; coordinating with other internal and external departments; may require the investigator to serve as lead on joint investigations; conducting surveillance and other covert investigations; preparing investigative reports; and testifying in judicial proceedings and/or administrative hearings. Investigations may result in referrals to management for consideration of adverse personnel actions or other executive-level responses, referrals to prosecuting authorities, and referrals to outside entities at the local, state, and federal levels. 50% Travel is required, and this is a commissioned peace officer position.

Essential Job Functions (EJFs):

EJF 1. Conducts investigations and examinations of alleged violations of laws, rules, and regulations. Identifies, contacts, and interviews potential suspects, witnesses, and complainants. Collects data and conducts field studies. Assists in performing undercover or surveillance work regarding suspected violators. (40%)

EJF 2. Evaluates, summarizes, and documents investigative findings. Prepares records, correspondence, and reports. Interacts and exchanges information with various state, local, or federal law enforcement organizations. (30%)

EJF 3. Examines, investigates, and analyzes the business activities of entities to ensure compliance with statutory standards and regulations. May review samples of completed investigations to ensure the consistent and correct application of policy, and monitors the quality and quantity of investigations conducted. (20%)

EJF 4. Assists in preparing cases for presentations at hearings or in court. Testifies and presents evidence in formal hearings or court proceedings. (10%)

Knowledge, Skills, and Abilities (KSAs):

Knowledge of:

Knowledge of investigative principles, techniques, and procedures.

Knowledge of local, state, and federal laws and regulations.

Operational knowledge of court procedures, practices, rules of evidence, Texas Code of Criminal Procedure, and Texas Penal Code.

Skill in:

Skills in communicating effectively both orally and in writing.

Skill in consistently producing thorough and complete investigations.

Skills in the operation of technical equipment, detection devices.

Ability to:

Ability to plan, organize, and conduct investigations.

Ability to interpret and apply laws and regulations.

Ability to conduct interviews and gather facts.

Ability to evaluate findings.

Ability to prepare concise reports.

Ability to testify in hearings and court proceedings.

Ability to search databases and report applicable results

Ability to work with and maintain confidential records, files, and information.

Ability to supervise the work of others.

Registrations, Licensure Requirements, or Certifications:

Applicant must possess a valid Texas Driver License by employment start date. Evidence of licensure as a peace officer in Texas, or the ability to be licensed as a peace officer by the Texas Commission on Law Enforcement (TCOLE) by employment start date (Copy of license or proof of passing TCOLE examination required at time of interview). Ability to obtain TLETS certification required. Ability to demonstrate firearms proficiency and qualify under current TCOLE rules and regulations required.

Initial Screening Criteria:

Ten (10) years prior experience as a commissioned Peace Officer/Investigator OR Six (6) years prior experience as a commissioned Peace Officer/Investigator plus a four (4) year degree, from an accredited university. A bachelor's degree from an accredited university may substitute for up to four years of experience. There is a 50% travel requirement for this position.

Additional Information:

Law Enforcement/Investigations experience required.

Attends work on a regular and predictable schedule in accordance with agency leave policy and performs other duties as assigned.

HHS agencies use E-Verify. You must bring your I-9 documentation with you on your first day of work. The posted salary range reflects the minimum and maximum allowable by state law. Any employment offer is contingent upon available budgeted funds. The offered salary will be determined in accordance with budgetary limits and the requirements of the HHSC Human Resources Manual Chapter 7.

There is a 50% travel requirement for this position.

Review our Tips for Success when applying for jobs at DFPS, DSHS and HHSC.

Active Duty, Military, Reservists, Guardsmen, and Veterans:

Military occupation(s) that relate to the initial selection criteria and registration or licensure requirements for this position may include, but not limited to those listed in this posting. All active-duty military, reservists, guardsmen, and veterans are encouraged to apply if qualified to fill this position. For more information please see the Texas State Auditor's Job Descriptions, Military Crosswalk and Military Crosswalk Guide at [Texas State Auditor's Office - Job Descriptions](#).

ADA Accommodations:

In compliance with the Americans with Disabilities Act (ADA), HHSC and DSHS agencies will provide reasonable accommodation during the hiring and selection process for qualified individuals with a disability. If you need assistance completing the on-line application, contact the HHS Employee Service Center at 1-888-894-4747. If you are contacted for an interview and need accommodation to participate in the interview process, please notify the person scheduling the interview.

Pre-Employment Checks and Work Eligibility:

Depending on the program area and position requirements, applicants selected for hire may be required to pass background and other due diligence checks.

HHSC uses E-Verify. You must bring your I-9 documentation with you on your first day of work. [Download the I-9 Form](#)

Telework Disclaimer:

This position may be eligible for telework. Please note, all HHS positions are subject to state and agency telework policies in addition to the discretion of the direct supervisor and business needs.

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