

Part-Time Investigator for the County Attorney's Office – (grant funded)

Start Date: Mid April, 2026

Close Date: Applications accepted until position filled

Salary: \$32.14/hr.

Job Description:

Confer with law enforcement agencies, victims, and witnesses regarding criminal cases.

Visit crime scenes when necessary.

Assist clerical staff as needed.

Assist attorneys with hearing and trial preparation by locating witnesses, serving subpoenas, complaints, reviewing criminal histories and locating judgments.

Serve as a liaison between the county law enforcement agencies and the county attorney's office by assisting with investigations, answering questions, and testifying as needed at trials or hearings.

Draft supplements or documents with proper grammar, spelling, and attention to detail.

Assist in investigations, witness and suspect interviews as directed and requested by the county attorney, chief investigator or assistant county attorneys.

Maintain a professional demeanor with court personnel and citizens.

Provide security to the office, victims, witnesses and prosecutors in the courtroom.

Maintain all mandated TCOLE requirements.

Additional training as required.

Coordination with the chief investigator regarding after-hours calls and response will be required.

Mild to moderate lifting may be required at times.

Perform other duties as may be assigned.

Required Qualifications:

Possess a valid TCOLE License
Possess a valid Driver's License
Proficient in the use of a firearm

Physical/Environmental Requirements:

Must be able to perform defense tactics against individuals, as well as work in a standard office environment. The position requires one or more of the following activities: prolonged sitting, standing, walking, running, ascending and descending stairs, both inside and outside.

Preferred Qualifications:

Minimum 5 years law enforcement with some time dedicated to investigations
Minimum Intermediate certificate, Advanced or Master Peace Officer License preferred
Understanding of the Texas Code of Criminal Procedure and the Texas Penal Code

Qualified individuals may apply by filling out an application and returning it to the Gonzales County Attorney's Office or by email to countyattorney@co.gonzales.tx.us

Recommendations accepted but not required

Gonzales County is an Equal Opportunity Employer

All employees are expected to conform to the employment policies of Gonzales County and the County Attorney's Office

This position is funded by Senate Bill 22 and could potentially be eliminated without further funding