



## Departmental Vacancy Announcement

### DEPARTMENT OF THE ATTORNEY GENERAL

#### **FORENSIC ANALYST**

Position No. 124347, SRNA

Division with the Vacancy:  
**Special Investigation & Prosecution**

**Opening Date: Monday, November 24, 2025**

**Last Day to File Applications: Continuous recruitment until needs are met**

#### **Summary of Duties:**

This position is located in the Special Investigation & Prosecution Division (SIPD) of the Department of the Attorney General. The Department of the Attorney General is responsible for the provision of advice, counseling, and representation of the State in civil and legislative matters, administrative and regulatory enforcement, and the investigation and prosecution of criminal offenses. SIPD is dedicated to investigating and prosecuting matters that involve economic crimes, human trafficking, and corruption.

SIPD is composed of two sections: the Corruption, Fraud, and Economic Crimes Section ("Corruption Section") and the Human Trafficking Abatement Section ("Trafficking Section"). The Corruption Section is responsible for investigating and prosecuting corruption, fraud, and economic crimes in Hawai'i. Its mission is to serve as a public integrity unit designed to investigate and prosecute crimes committed by government employees in their official capacities, crimes involving government money, and complex white-collar criminal activity. The Trafficking Section's mission is to investigate and prosecute human trafficking crimes in Hawai'i, including sex trafficking and labor trafficking.

The primary purpose of this position is to analyze large volumes of data, documents, or other forms of information gathered during SIPD criminal investigations.

## Minimum Requirements:

### Education:

Bachelor's or advanced degree from an accredited college or university. Desirable degree is in Criminal Justice or a related field. In the absence of a bachelor's degree, training, experience and certifications specifically related to the field of forensic investigations may be substituted.

### Specialized Experience:

Three and a half (3 ½) years of experience performing systems analysis work. One to two (1-2) years of which involved forensic investigations and evidence collection.

### Knowledge:

- Knowledge of evidence gathering and forensic analysis.
- Knowledge of law enforcement practices and techniques, including digital evidence collection, preservation, packaging, and submission procedures in criminal investigations.
- Knowledge and experience in the preparation of written reports of examination findings and conclusions as well as providing testimony in criminal, civil, regulatory or administrative proceedings.

### Skills and Abilities:

- Ability to gather, synthesize, organize and interpret data or information and develop financial profiles based on observations and/or insights. Assist in the preparation of search warrants/affidavits associated with forensic analysis
- Excellent communication skills and ability to prepare detailed written reports, provide court testimony, and perform public speaking activities.
- Ability to skillfully interview individuals related to the investigation, including victims and witnesses, to effectively conduct their analytical work.
- Ability to communicate clearly and concisely in writing and verbally.
- Ability to operate office equipment, computers, portable computers, and computerized projectors.
- Presentational skills related to courtroom testimony and instruction that involves both technical and non-technical subjects.
- Ability to work well with others.
- Ability to multitask and work multiple assignments under a deadline.
- Ability to work independently with minimum supervision.
- Ability to collaborate and coordinate with other division team members and to follow directions and instructions from any member of the division identified as the team leader, as well as function as a team leader as called upon to do so.

**To Apply:**

Please send cover letter, application and résumé to:

Department of the Attorney General  
David Van Acker, Supervising Deputy Attorney General  
Special Investigation & Prosecution Division  
425 Queen Street, Honolulu, Hawaii 96813  
Or by email to [David.M.Vanacker@hawaii.gov](mailto:David.M.Vanacker@hawaii.gov)

Application can be found online at:

[https://ag.hawaii.gov/wp-content/uploads/2020/08/Application-for-Exempt-Employment-278\\_AG\\_7.2020.pdf](https://ag.hawaii.gov/wp-content/uploads/2020/08/Application-for-Exempt-Employment-278_AG_7.2020.pdf)

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The information you provide will be used to determine whether you meet public employment requirements and the minimum qualification requirements in the Class Specifications. As required by Federal and/or State laws, we do not discriminate on the basis of age, sex (including gender identity or expression), religion, race, color, ancestry, national origin, disability, marital status, veteran's status, sexual orientation, arrest and court record, citizenship, genetic information or any other protected characteristic. The State of Hawaii is an equal opportunity employer and complies with applicable State and Federal laws relating to employment practices.

**Physical/Mental Requirements:** Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

**Reasonable Accommodation:** Qualified applicants with special needs who can perform the essential functions of the advertised position are encouraged to apply. The State of Hawaii is committed to making reasonable accommodations on a case-by-case basis. Applicants seeking reasonable accommodations should be ready to discuss the accommodation sought so that a determination can be made that such accommodation is reasonable and would not cause the employer undue hardship. Call 586-1236 for more information.

**Criminal History Background Check:** Individuals who are recommended for hire are required to undergo a criminal history record clearance and other checks, as applicable.

**Internal Complaint:** Applicants will be notified of their status. Applicants who do not agree with a decision or action taken by the State Department of the Attorney General Human Resources Office may file an Internal Complaint with the Department of the Attorney General. Information about the Internal Complaint Procedure (ICP) and required form can be found on the ATG intranet.

If you have any questions, please contact our office at (808) 586-1236 for further information.