

Company: Gateway Development Commission

Job Title: Inspector General

Location: New York/New Jersey

Date: October 10, 2023

Job ID: 12-001

Summary of Responsibilities

The Inspector General plays a crucial role in upholding the highest standards of integrity and ethical behavior within the Gateway Development Commission. This position is responsible for receiving and investigating complaints related to fraud, waste, and abuse by Commissioners, Officers, employees, and third parties conducting business with the Commission. The Inspector General also oversees the administration of our whistleblower access and assistance program and has the authority to initiate investigations proactively as deemed necessary.

Essential Functions

- Receive and thoroughly investigate complaints pertaining to fraud, waste, and abuse by Commissioners, Officers, employees, or third parties engaged in business with the Commission.
- Administer and manage the Commission's whistleblower access and assistance program in compliance with the Commission's Whistleblower Protection Policy, ensuring that whistleblowers are protected and supported throughout the process.
- Conduct investigations independently or at the Inspector General's discretion to ensure compliance with ethical standards and regulations.
- Collaborate closely with internal and external stakeholders to gather evidence, interview witnesses, and collect relevant documentation for investigations.
- Prepare comprehensive reports detailing investigative findings, conclusions, and recommendations.
- Present investigative reports to relevant authorities, including the Commission's leadership and external entities, as required.
- Advise and recommend corrective actions, policy enhancements, and preventive measures to address misconduct and minimize the risk of future incidents.
- Uphold the principles of impartiality, independence, and transparency throughout all investigations.
- Stay current on best practices, legal requirements, and industry standards related to investigative procedures and ethics.

Job Requirements

- Bachelor's degree in a relevant field; advanced degree or relevant certifications preferred.
- Minimum of 10 years of experience in investigative roles, with a strong background in conducting fraud, waste, and abuse investigations.
- In-depth knowledge of whistleblower protection laws, regulations, and best practices.

- Exceptional analytical, problem-solving, and decision-making skills.
- Outstanding interpersonal and communication skills, with the ability to interact effectively with individuals at all organizational levels.
- Unwavering commitment to ethical standards, integrity, and the ability to handle confidential information with discretion.
- Demonstrated ability to work autonomously, managing multiple investigations concurrently.
- Proven experience collaborating with legal counsel, law enforcement agencies, and external partners.
- Proficiency in written and oral communication, including the ability to present complex findings clearly and persuasively.

Project Background

The Gateway Program is the most urgent infrastructure program in the country – a comprehensive set of rail investments that will improve commuter and intercity services, add needed resiliency and, in its later stages, create new capacity between Newark, New Jersey and New York City, the busiest section of the Northeast Corridor (NEC). The NEC between Boston, Massachusetts and Washington, D.C. is the nation’s busiest rail corridor, supporting a region that produces 20% of the Gross National Product. The 10-mile segment of the NEC within the scope of the Gateway Program carries over 200,000 daily Amtrak and NJ TRANSIT passenger trips on approximately 450 trains during non-pandemic conditions and is a vital artery in the region.

The first phase of the Gateway Program includes the Hudson Tunnel Project, which includes the construction of a new two-track tunnel under the Hudson River connecting to Penn Station New York as well as the full rehabilitation of the existing 110 year-old North River Tunnel. The project would create operational flexibility, rail network redundancy, and resiliency against future impacts to the Hudson River rail crossing. Environmental review for the project was completed in May 2021.

The Gateway Development Commission, established through bi-state legislation, is responsible for the financing and development of the Hudson Tunnel Project. The Commission is governed by a Board of 7 Commissioners appointed by each of Amtrak, New Jersey, and the New York State Department of Transportation, and works in partnership with Amtrak, NJ TRANSIT and the Port Authority of New York and New Jersey.

The Gateway Development Commission is proud to be an Equal Opportunity Employer and administers all personnel practices without regard to race, color, religion, sex, national origin, sexual orientation, gender identity or expression, disability, protected veteran status or military status, or any other category protected under applicable law. We recognize that diverse teams make the strongest teams, and we encourage people from all backgrounds to apply.

In accordance with the Gateway Development Commission (GDC) bylaws, the successful candidate for the position shall be appointed by the Board and shall serve at the pleasure of the Board. The appointee shall hold their respective office until the appointment of their successor or until they are unable to fulfill their duties, voluntarily step down, or are removed from the position.

To apply, please email your cover letter and resume to jobs@gatewayprogram.org with the job title "Inspector General" in the subject line.