



Department of

Human Services

Investigative Specialist 1*

Adult Protective Services (APS)

Job Location: Greene County (HYBRID)

Click [here](#) to apply by: April 27, 2026

ABOUT POSITION

We believe all vulnerable adults deserve to be safe, valued, heard, and treated with dignity.

The Adult Protective Services divisional staff investigates reports of abuse, neglect (including self-neglect), or financial exploitation of adults who are unable to protect themselves due to a physical or mental limitation. APS staff assess the need for protective services and provide services to reduce the identified risk to the adult.

This position plays an integral part in keeping vulnerable Tennessee adults safe. This position conducts objective, timely, and thorough investigations and assists vulnerable adults in accessing appropriate services as provided by rules and regulations, policy guidelines, and client consent.

When applicants exhibit competency of job duties, this position flexes to an APS Investigative Specialist 2 after one year.

RESPONSIBILITIES

- Investigates allegations of abuse, neglect, exploitation and/or abandonment of vulnerable adults
- Conducts face-to-face interviews with alleged victims, alleged perpetrators, and other collateral contacts.
- Collects and analyzes financial documents and relevant information to make decisions related to investigations, services, and outcomes. Assesses vulnerable adult's cognition, physical, mental, and functional abilities.
- Coordinates and collaborates with appropriate law enforcement agencies, legal entities, contractors/providers, Physicians, numerous community agencies, and other DHS divisions to provide services to vulnerable adults.
- Performs follow-up activities for ongoing cases and coordinates service plans for adults.
- Reviews and analyzes evidence and effectively communicates investigative findings.
- Ability to engage individuals under difficult circumstances, to gather information to make accurate and precise decisions.

DHS MISSION:

Strengthen Tennessee by Strengthening Tennesseans

DHS VISION:

To revolutionize the customer experience by growing capacity to reduce dependency.

DHS VALUES:

- High Performance
- Collaboration
- Continuous Improvement
- A Shared Vision
- Customer-Centered Solutions

▪ Click [here](#) to find out more about unique benefits:

- Pension
- 401K Match
- Family Tuition
- 12 Paid Holidays
- Career Mentoring
- Emotional Health/Wellness Programs

TARGET RANGE:

\$43,572 – \$54,396

The directly related experience, knowledge, skills, and abilities of the selected candidate will determine the actual salary offer.



QUALIFICATIONS



Education and experience: Bachelor's degree

Preferred Skills

- Must be able to pass a complete background check and a fingerprint sample for a TBI fingerprint based criminal history records check.
- Must not be listed on the Indicated Persons Registry of the Department of Children's Services or the Department of Health's vulnerable persons registry.
- Veterans must have an honorable discharge
- Ability to maintain confidentiality of all client information
- Awareness and sensitivity to cultural differences when engaging customers.