CRIME ANALYST

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for gathering, interpreting, categorizing, and mapping crime incident data using a variety of techniques. The Crime Analyst creates and maintains an updated database of criminal activity. The Crime Analyst evaluates and analyzes the assembled data to identify patterns and trends in crime and criminal activities, in order to assist operational and administrative personnel in developing strategies to combat, reduce and prevent crime. The Crime Analyst prepares narrative and statistical reports, maps, and presentations, and disseminates crime-related data and information both internally and externally. The work is performed under the general supervision of supervisory law enforcement personnel with leeway allowed for the exercise of independent judgment in the performance of the work. The Crime Analyst works with confidential information; the ability to maintain confidentiality is essential to this position. Does related work as required.

TYPICAL WORK ACTIVITIES:

Gathers and assembles data on criminal activity, utilizing crime maps, police reports, computer-aided dispatch, human intelligence, and related sources;
Creates, maintains, and updates a database of criminal activity and intelligence;
Analyzes data and identifies crime patterns and trends; interprets data into actionable information;
Identifies emerging or existing crime problems and patterns using statistical calculations, graphing and mapping methods;
Uses database analytics to identify, predict and help prevent crime;
Prepares maps reflecting crime and criminal activity utilizing GIS and related platforms;
Provides strategic, statistical and investigative support to police to assist in developing strategies to reduce criminal activity;
Reviews and analyzes surveillance video, social media content, and other digital evidence in furtherance of adding efficiency to criminal investigations;
Prepares narrative and statistical reports based on data analysis and intelligence gathering; presents findings to law enforcement, elected officials and community in an understandable way;
Reviews evidence file reports and analyzes status for retention, release or destruction at the direction of the evidence custodian.
Conducts research, analysis, and prepares a variety of studies and reports as requested on topics of interest to law enforcement agencies to assist them in decision-making;
Attends and participates in intra/interagency meetings and conferences as assigned.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Good knowledge of the criminal justice system and criminal behavior; good knowledge of the principles, methods and techniques used in data collection and crime analysis; good knowledge of basic research methods and procedures used in statistical analysis; strong working knowledge of the Ithaca community; pattern recognition abilities; ability to interpret crime statistics; ability to collect, analyze and evaluate data, both qualitatively and quantitatively; ability to effectively use GIS mapping software; ability to understand, interpret, and analyze complex and detailed written material, including arrest reports; ability to present data, reports and comments clearly and concisely both orally and in writing; ability to communicate effectively, both orally and in writing; ability to effectively use computer applications such as spreadsheets, word processing, calendar, email and database software; ability to establish and maintain effective working relationships; ability to successfully work with and serve a diverse local community; physical condition commensurate with the demands of the position.
MINIMUM QUALIFICATIONS:

A. Possession of a Bachelor's degree in Criminal Justice, Criminology, Sociology or a closely related field with similar course curriculum, and two (2) years of full-time paid experience, or its part-time paid equivalent, in data collection and analysis, intelligence collection and analysis, or statistical research; or

B. Possession of a Bachelor's degree in Data Analytics, Statistics, Mathematics, Computer Science, Information Technology, Geographic Information Systems, Geospatial Technology or a closely related field with similar course curriculum, and two (2) years of full-time paid experience, or its part-time paid equivalent, in the field of criminology, criminal justice research, or criminal justice policy; or

C. Possession of a Bachelor's degree and two (2) years of full-time paid experience, or its part-time paid equivalent, in the field of criminology, criminal justice research, or criminal justice policy and two (2) years of full-time paid experience, or its part-time paid equivalent, in data collection and analysis, intelligence collection and analysis, or statistical research; or

D. An equivalent combination of training and experience as defined by the limits of (A), (B) and (C) above.

Note:  College degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education.  If an applicant’s degree was awarded by an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency.  A list of acceptable companies who provide this service can be found at https://www.cs.ny.gov/jobseeker/degrees.cfm.  Applicants are responsible for payment of the required evaluation fee.