

# Crime Analyst

## District Attorney's Office

### Recruitment #21-9999-21

<b>DATE OPENED</b>	12/30/2021 12:00:00 AM
<b>FILING DEADLINE</b>	1/14/2022 5:00:00 PM
<b>SALARY</b>	\$35.06-\$46.95 Hourly; \$72,924.80-\$97,656.00 Yearly
<b>EMPLOYMENT TYPE</b>	Permanent Full-Time Employment
<b>DEPARTMENT</b>	District Attorney
<b>WORK LOCATION</b>	Oakland

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## INTRODUCTION



The Alameda County District Attorney's Office upholds Alameda County as a safe and livable community through the fair and effective administration of justice; compassionate and committed support of crime victims; innovative programs that provide opportunities for rehabilitation and reintegration; and programs designed to enhance the lives of vulnerable populations, children and youth for a bright, healthy future. *Read more about our mandated services.*

The Alameda County District Attorney's Office is comprised of approximately 150 attorneys, 60 inspectors, 30 Victim-Witness advocates and claim specialists, as well as a variety of administrative, finance, and communications professionals. Our jurisdiction covers over 800 square miles and our staff work in 9 offices located throughout the County.

We have six specialized divisions within the office:

- Criminal Prosecution
- Juvenile Justice
- Consumer, Environmental and Worker Protection
- DA Inspectors
- Victim-Witness Assistance
- Alameda County Family Justice Center

## DESCRIPTION

Under direction, conducts complex research and analysis; provides timely and pertinent information relating to serious and prolific offenders, crime hotspots, and criminal groups. Researches, analyzes, and maps crime trends and patterns; disseminates information related to criminal activity; assists patrol, investigations, and administrative staff in planning the deployment of resources for the prevention and suppression of criminal activities; participates in crime research and intelligence analysis activities with other local, state and federal agencies; and does related work as required.

## DISTINGUISHING FEATURES

This is a single position, non sworn class within the Office of the District Attorney, responsible for performing local and regional crime analysis to facilitate suspect identification and crime trend recognition. The incumbent is expected to exercise independent judgment in devising techniques to meet staff requests for information. This class is distinguished from the Crime Technician which is the entry-level class in the series performing technical duties related to crime analysis, whereas the Crime Analyst exercises considerable independent judgment in developing research design and statistical analysis.

## MINIMUM QUALIFICATIONS

### Education:

The equivalent to graduation from an accredited four-year college or university (180 quarter units or 120 semester units) with major coursework in business or public administration, criminal justice, forensic science or a field related to the work. (Additional experience as outlined below may be substituted for the education on a year-for-year basis.)

AND

### Experience:

The equivalent to three years of full-time experience involving crime analysis in a criminal justice, law enforcement or military intelligence related setting that has provided the knowledge and abilities outlined below.

### License:

- Possession of a valid California driver's license is required.
- A Department of Justice Crime and Intelligence Analysis certificate from an accredited college or university is desirable.

## KNOWLEDGE AND SKILLS

### The most suitably qualified candidates will possess the following competencies:

#### Knowledge of:

- Law enforcement terminology and processes.
- Principles and practices of statistical analysis.
- Computer applications related to the work, including data base development and modification and report generation techniques.
- Codes and regulations related to crime data dissemination.
- Various automated information systems used in statistical analysis and data collection and reporting of information related to criminal activities.
- The 21st Century Policing, the Racial and Identity Advisory (RIPA) Board and the National Incident Based Reporting System (NIBRS) requirements.
- Standard office practices and procedures, including the operation of standard office equipment.

#### Ability to:

- Collect, compile and analyze varied crime and related information and data, evaluate alternatives and reach sound conclusions.
- Prepare clear and concise statistical and narrative reports, computer documentation and other written materials.
- Review crime and arrest reports for content and evaluate shifts and/or other changes in crime patterns.

- Represent the department and the County in meetings with other agencies.
- Interpret and apply applicable policies, codes and regulations.
- Maintain accurate records and files.
- Exercise sound independent judgment within established procedural guidelines.
- Establish and maintain effective working relationships with those contacted in the course of the work.

## BENEFITS

Alameda County offers a comprehensive and competitive benefits package that affords wide-ranging health care options to meet the different needs of a diverse workforce and their families. We also sponsor many different employee discount, fitness and health screening programs focused on overall well being. These benefits include but are not limited to\*:

### For your Health & Well-Being

- Medical – HMO & PPO Plans
- Dental – HMO & PPO Plans
- Vision or Vision Reimbursement
- Share the Savings
- Basic Life Insurance
- Supplemental Life Insurance (with optional dependent coverage for eligible employees)
- Accidental Death and Dismemberment Insurance
- County Allowance Credit
- Flexible Spending Accounts - Health FSA, Dependent Care and Adoption Assistance
- Short-Term Disability Insurance
- Long-Term Disability Insurance
- Voluntary Benefits - Accident Insurance, Critical Illness, Hospital Indemnity and Legal Services
- Employee Assistance Program

### For your Financial Future

- Retirement Plan
- Deferred Compensation Plan (457 Plan or Roth Plan)

### For your Work/Life Balance

- 11 paid holidays
- Floating Holidays
- Vacation and sick leave accrual
- Vacation purchase program
- Catastrophic Sick Leave
- Group Auto/Home Insurance
- Pet Insurance
- Commuter Benefits Program
- Guaranteed Ride Home
- Employee Wellness Program (e.g. At Work Fitness, Incentive Based Programs, Gym Membership Discounts)
- Employee Discount Program (e.g. theme parks, cell phone, etc.)
- Child Care Resources
- 1st United Services Credit Union

\*This provides a brief summary of the benefits offered and can be subject to change.

## CONCLUSION

**TO APPLY:** Access the application by clicking here: [DA Application](#)

All completed applications should be emailed to **DA Jobs**, at [da.jobs@acgov.org](mailto:da.jobs@acgov.org) .

All applications must be submitted **no later than 5:00 p.m. on Friday, January 14, 2022.**

***The District Attorney Office is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status or any other characteristic protected by law.***