CRIME ANALYST

(Milwaukee Police Department)

THE PURPOSE of this position is to collect, collate, analyze, disseminate, and evaluate crime data to discover developing trends, patterns, and changes in criminal activity, using mapping and other analytical software. The Crime Analyst works within the Intelligence Fusion Center of the Milwaukee Police Department.

ESSENTIAL FUNCTIONS:

- Produce information related to crime trends to assist the department's operational and administrative personnel in preventing and suppressing criminal activities, aiding the investigative process, increasing apprehension of offenders and clearing cases.
- Prepare data used to make recommendations on manpower deployment and resource allocation.
- Maintain statistical reports that detail the results of analysis, conclusions, and recommendations; prepare periodic statistical reports for department commanders and the Fire and Police Commission.
- Measure and forecast long-term public safety activity related to problem solving, intervention, and crime reduction efforts.
- Maintain databases on probation and parole information provided by the Wisconsin Department of Corrections and United States District Court.
- Collect, analyze and interpret data received from various departmental units and other law enforcement agencies.
- Maintain proficiency with GIS software and crime analysis methods and tools.
- Analyze crime information from Federal, State and local law enforcement agencies.
- Assist members of the department, elected officials and community members in obtaining data from systems to which they have access.
- Train department members on access to and analysis of data.
- Maintain maps for active court cases for use at trials.
- Perform other related duties as assigned or required.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.

MININUM REQUIREMENTS:

1. Master's Degree in Geography, Public Policy, Public Administration, or other related fields of study with a concentration in statistics, research methods, intermediate or higher quantitative or qualitative methods from an accredited college or university AND at least one year of experience conducting research using complex statistical analysis and statistical computer programs

   OR

   Bachelor's Degree in an academic field similar to the above from an accredited college or university and at least two years of experience conducting research using complex statistical analysis and statistical computer programs.

   College transcripts must be submitted with the application.

   NOTE: Equivalent combinations of education and experience may also be considered.
2. Experience with the use of statistical computer programs, such as SPSS or SAS and experience working with GIS software, computer databases, spreadsheets, and Microsoft Office.
3. Valid driver's license at time of appointment and throughout employment.
4. Residency in the City of Milwaukee within six months of appointment and throughout employment.

PREFERRED QUALIFICATIONS:

- Knowledge of law enforcement computer systems (i.e., RMS, CAD).
- IACA certification desirable.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Ability to collect, analyze, and interpret data and statistics using quantitative and qualitative methodology.
- Ability to prepare and present complex statistical reports.
- Ability to effectively participate in team efforts to improve/develop departmental programs and services.
- Ability to exercise judgment and discretion in completing assigned tasks.
- Ability to communicate orally and in writing to effectively prepare and present findings to Command-level officers and other local, State and Federal law enforcement officials.
- Knowledge and experience with computer systems in conducting research, analyzing data, and presenting and communicating findings.

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THE CURRENT ANNUAL SALARY RANGE (598) is $55,374 - $67,258 annually with excellent benefits. *Recruitment may be above the beginning of the range depending on experience.*

THE SELECTION PROCESS will be job related and will consist of one or more of the following: training and experience evaluation, written, oral or performance tests or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to the examination. Oral examinations may include written exercises.

An evaluation of candidates will be held as soon as practical after **May 28, 2010**. Receipt of applications may be discontinued at any time after this date without prior notice. However, if a sufficient number of candidates are not available, recruitment may be continued until the needs of the City have been met. Qualified candidates will be notified of the date, time and place of the examination.

APPLICATION MATERIALS and further information may be obtained in person or by mail from City of Milwaukee Department of Employee Relations, Room 706, City Hall, 200 East Wells Street, Milwaukee, WI 53202-3554, online at www.milwaukee.gov/jobs, or by calling (414) 286-3751.

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