

CRIME ANALYST

Recruitment #1609-2305-001

List Type Exempt

Requesting Department Milwaukee Police Department

Open Date 10/7/2016 12:00:00 PM

Filing Deadline 10/28/2016 11:59:00 PM

HR Analyst Lindsey O'Connor

INTRODUCTION

What Milwaukee can offer YOU

Located on the western shore of Lake Michigan, Milwaukee is an urban hub bursting with energy. Milwaukee provides a casual sophistication – big city appeal without the big-city hassles. We are accessible and affordable, and our residents are welcoming. Milwaukee has evolved through the years, bringing together its unsurpassed old world charm with a breathtaking Art Museum, top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities and great restaurants.

The City of Milwaukee offers a collaborative, positive work environment where each employee contributes to making the city the best place possible to live and work. The City offers a comprehensive benefits package, including a top rated pension plan, health and dental benefits, paid time off including vacation, 11 holidays and sick leave accrual, and much more.

PURPOSE

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 Office of Management Analysis and Planning 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.
- Measure and forecast long-term public safety activity related to problem solving, intervention, and crime reduction efforts.
- 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.

Crime Analyst (Milwaukee Police Department)

- Analyze crime information, statistical data, reports and documents 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.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

MINIMUM REQUIREMENTS

1. Bachelor's Degree in an academic field such as statistics, sociology, criminal justice or a closely related field from an accredited college or university
2. Two years of experience conducting research using complex statistical analysis and statistical computer programs. NOTE: College transcripts must be submitted with the application.

Equivalent combinations of education and experience may also be considered.

3. Experience in the use of statistical computer programs, such as SPSS or SAS and experience working with GIS software, computer databases, relational databases, spreadsheets, and Microsoft Office.
4. Valid driver's license at time of appointment and throughout employment.

DESIRABLE QUALIFICATIONS

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

KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS

- 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.

Crime Analyst (Milwaukee Police Department)

- Knowledge and experience with computer systems in order to conduct research, analyze data, and effectively present and communicate findings.

CURRENT SALARY

The current starting salary (2GN) is \$54,251 for residents of the City of Milwaukee, appointment above the minimum is possible up to \$63,097 with approval. The annual starting salary is \$52,920 for non-Milwaukee residents, with appointment above the minimum is possible up to \$61,549 with approval.

SELECTION PROCESS

THE SELECTION PROCESS will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests, or other assessment methods. The Milwaukee Police Department reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Information from the selection process will be used to make a hiring decision.

INITIAL FILING DATE - The examination will be held as soon as practical after **October 28, 2016**. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

NOTE: For current information regarding the status of the City of Milwaukee's residency requirement, please visit the Department of Employee Relations' Website: <http://city.milwaukee.gov/DER>. Please call 414.286.3751 if you have questions regarding your individual circumstances as part of the application and/or selection process.