DATA ANALYSIS

1. Reviews crime and arrest reports and uses analytical resources (e.g., geographic information systems, license plate readers, and other software to identify crime trends, patterns, and series) to help formulate tactical deployment and strategic resources.

2. Researches, compiles, and analyzes data (e.g., crime, census, economic, and demographics) in order to understand potential causes of crime problems, develop crime reduction strategies, and forecast future criminal activity.

3. Provides investigative leads to detectives and other concerned personnel by searching various public records, web-based internal departmental databases, and external law enforcement databases [e.g., CalGang, Parole Leads, Consolidated Criminal History Reporting System (CCHRS), and Megan's Law] for persons matching suspect descriptions (e.g., tattoos, monikers, vehicles, and associations).

4. Produces, analyzes, and interprets crime maps using internal departmental computer applications for law enforcement personnel on a daily basis and periodically for Crime Control meetings and COMPSTAT inspections in order to reduce crime.

5. Reviews crime reports and queries the available crime analysis system in order to link crimes by suspect modus operandi (M.O.), victimology, suspect descriptors, vehicle, weapon, property taken, premise, victim description, and the spatial/temporal aspects of criminal activity.

6. Queries the Los Angeles Police Department's crime analysis mapping system when an arrest report is received to ascertain if arrested suspect(s) is/are involved in other crimes and to support detectives in case clearance.

7. Completes special analytical projects, electronically and manually, such as written reports, press briefing reports, fact sheets, or other necessary information, in response to requests from command staff and external departments.

8. Analyzes crime, such as gun related assaults, gang related crimes, and auto theft and crime reduction strategies (e.g., identifying chronic offenders, implementing predictive policing, identifying and hardening targets) by analyzing field interviews, historical data, crime and arrest reports in order to provide support to community policing and crime prevention programs.

9. Reviews, analyzes, and internally distributes electronic and/or tangible crime analysis work product such as crime bulletins, statistical publications, intelligence reports, maps, and academic journal publications that are generated by COMPSTAT unit, Department Crime Analysis Details, other law enforcement agencies, professional organizations, academic institutions, or private agencies in order to share relevant information with concerned parties.

10. Forecast the date ranges, times, and locations of future activity in a crime series using crime analysis techniques including the identification of crimes involved in a series, crime mapping, and statistical/pattern analysis, in order to contribute to and help improve proactive law enforcement strategies.

11. Identifies the type of person, vehicle, residence, and business that is likely to be the target of a crime based on current, seasonal, and historical criminal activity, using the City's crime analysis system, crime and arrest reports, and department publications, in order to minimize the likelihood of future victimization.

12. Conducts intelligence analysis, such as link analysis, using personal or private information provided by law enforcement, using internal departmental databases and analytical programs in order to connect individuals and organizations involved in organized criminal activity.

13. Identifies crime trends, hot spots, chronic locations, and peak activities using crime maps and statistical tools and systems to assist in deployment and implementation of directed patrol programs, special task forces, and investigative efforts.

14. Develops suspect leads in order to support on-going investigations by researching law enforcement database applications and third party data sources.

15. Produces and disseminates a variety of work products including crime control meeting packets, crime summaries, crime bulletins, daily intelligence reports, daily briefing materials, area crime control evaluations, deployment guides, crime maps, crime forecasts, telephone analysis, and statistical summaries to various personnel in order to identify patterns and reduce crime.

16. Reviews recent publications in the areas of crime and intelligence analysis such as books, journal articles, literature of professional organizations and internet postings in order to continually broaden professional knowledge and technical abilities.

17. Researches relevant aspects of the community (i.e., street names, locations of parks and schools, make-up of business districts, and quality of life issues) by following local news publications, conducting area site visits, and attending community meetings to anticipate and prevent crime problems.

GENERAL DATA MAINTENANCE

18. Geocodes addresses (longitude/latitude) using the crime analysis system for crimes, arrests, calls for service, field interviews, recovered vehicles, traffic citations, and traffic collisions for mapping purposes.

19. Reads crime reports and updates information (e.g., modus operandi codes, crime class codes, personal descriptor codes, and narratives for homicides, robberies, sexual assaults, kidnaps, and aggravated assaults) in the records management information system (RMIS) in order to ensure accuracy as well as to link crimes to one another.

INTERPERSONAL RELATIONS AND COMMUNICATION

20. Meets with commanding officers, supervisors, detectives, and patrol to provide relevant information to discuss criminal activity during meetings such as Daily Briefings, Roll Call, Crime Control, and COMPSTAT, for the purpose of deployment, tactical action, strategic planning, and community needs.

21. Develops and maintains effective working relationship with personnel in local, state, and federal law enforcement agencies to exchange crime information (e.g., crime trends, video evidence, suspect description).

22. Testifies in court as to the methodology employed in gathering, analyzing, and preparing crime analysis work product used in criminal investigations to assist in prosecution.

23. Makes oral and written presentations regarding crime trends, series, and statistics both within the department and for outside agencies to exchange crime information.

24. Establishes effective working relationships and acts as a liaison within the Department, and with other City Departments, and outside agencies in order to provide or request statistical information (crimes, arrest, demographic, etc.).

25. Cooperates with other Crime Analysis Detail personnel, commanding officers, detectives, Senior Lead Officers, and patrol officers in order to identify the analytical needs of the area/division as well as develop work product and establish appropriate distribution channels.

SUPERVISORY/ADMINISTRATIVE

26. Provides training for officers, detectives, and other analysts on internal databases or applications in support of crime analysis function.

27. Performs supervisory or lead worker duties in crime analysis including, prioritizing, assigning, reviewing, evaluating, tracking, and coordinating staff projects in order to ensure that they are completed in an accurate, thorough and timely manner.

28. Adheres to Department policy and legal restrictions pertaining to confidentiality, access, use, and dissemination of law enforcement related information and work product in order to ensure integrity of information.