

Crime Analyst Job Description

Duties and Responsibilities:

- Prepare, analyze, and disseminate analytical data and other information relevant to crime series, trends, patterns, and suspect information to foster proactive and reactive law enforcement capabilities
- Seek information from multiple sources, transfer it into a computerized form; manipulate and analyze the data to identify trends and patterns necessary for preventing criminal activities
- Provide analysis of criminal intelligence information in intelligence reports and bulletins
- Provide statistical based information to assist in planning the deployment of resources for preventing and suppressing criminal activities, aiding in investigations and increasing apprehensions and the clearance of cases
- Perform a variety of complex professional analyses, including geographical mapping analyses relevant to crime, trends, patterns, and perpetrators
- Utilize daily case reviews to identify crime patterns and advise appropriate personnel of crime patterns and anticipated criminal activities
- Provide crime analysis information relating to specific investigations
- Prepare and distribute reports, charts, publications and related material to track, display, and explain findings and report on crime analysis activities.

Crime Analyst Requirements – Skills, Knowledge, and Abilities

- Education: To work as a crime analyst, you need a minimum of a Bachelor's degree (BA/BS) or its equivalent in Criminal Justice, Criminology, Criminal Justice Research, Public/ Business Administration, Forensic or Natural Science, or Psychology, or in a quantitative field like Mathematics or Statistics, etc.

- **Certification:** It is important that applicants for the role are certified as a crime analyst with the International Association of Crime Analysts, or with a similar organization. This is not a general requirement to qualify for the job position, but it's certainly a plus to an applicant
- **Knowledge:** They require knowledge of standard crime analysis software, products, and procedures. The candidate should also be familiar with Legal, Business, or Government data. Some recruiters may request for hands-on experience as a law enforcement agent or in the application of investigative analysis, principles and practice, to hire a crime analyst
- **Organization skills:** It is also essential that applicants can perform multiple tasks simultaneously, especially having the capacity to balance and prioritize requests for statistical analysis and research for multiple criminal cases that all contain time-sensitive constraints
- **Communication skills:** If you are desirous of a crime analyst job, you must possess exceptional verbal and written communication skills. It is vital for effective reporting and internal and public presentation of criminal statistics and activities to the community
- **Analytical skills:** The bulk of the job involves using data to prevent crime or respond to crime, so you must possess advanced math skills, including complex statistical analysis and complex mathematical formulations to analyze data and provide valuable insights to help law enforcement agents do their job
- **Computer skills:** Crime analysts require solid computer skills to utilize computer programs combined with statistical data to map possible criminal activities. It is also essential for creating visual presentations such as spreadsheets, maps, and graphs to present to police officers. Hence, to be successful on their job, they must possess extensive knowledge of Microsoft Windows, Outlook, Excel, and Word; ArcMap and Geographic Information System (GIS) concepts and functions
- **Critical reasoning skills:** The crime analyst must possess exceptional logical reasoning capabilities to objectively analyze information, as well as perform investigative analysis.