

OFFICE OF THE SHERIFF

Clay County, Florida

D. R. Daniels, Sheriff

Office Memorandum

JOB NOTICE

DATE: April 6, 2017
TO: All Members
FROM: Sandra Hartley, Human Resources
POSITION: Crime Analyst
REPORTS TO: Records / Crime Analysis Manager
STARTING SALARY: \$31,328 (merit increases after specific training)
DEADLINE TO APPLY: April 17, 2017, noon

The Sheriff is posting a notice of opportunity to transfer to the position of Crime Analyst.

Specific duties may include, but are not limited to:

- Develops and maintains tactical, strategic and administrative analytical capabilities in support of the goals and objectives of the Sheriff's Office.
- Collects, analyzes and presents criminal, offender, juvenile and intelligence data.
- Maintains and updates CCSO crime data pattern and trend reports.
- Other duties as may be required from time to time.

Minimum qualifications: Associate degree and two years of analytical experience is preferred or any equivalent combination of education and experience that would provide the required knowledge, skills and abilities. Strong working knowledge of analytical software.

Equal Employment Opportunity Employer