

OFFICE OF THE SHERIFF

Clay County, Florida
Darryl Daniels, Sheriff
"Selfless service for all."

JOB NOTICE

DATE: September 16, 2019
TO: All Members
POSITION: UCR Analyst
REPORTS TO: UCR Supervisor
STARTING SALARY: \$28,822 annually, pay grade 7
DEADLINE TO APPLY: September 26, 2019

The Sheriff is posting a notice of opportunity of the position of UCR Analyst.

Specific duties may include, but are not limited to:

- Review reports for proper UCR classification.
- Review reports for accuracy and completeness of entry.
- Review reports for proper elements of clearing or unfounding.
- Maintain electronic and paper files of statistical crime data.
- Provide direct support in the gathering and reporting of data for criminal activity.
- Conduct skilled research using a variety of state-of-the-art analytical principles.
- Performs additional duties, which may be required from time to time.

Minimum qualifications: Must have a high school diploma or equivalent. At least one year experience in this job field and/or related jobs.

If you are interested in this position, please submit your completed application and resume to apply@claysheriff.com by the deadline date.