



EMPLOYMENT OPPORTUNITY

Office Title: Crime Analyst

Salary: \$51,000

Division/Work Unit: DEA New Jersey
80 Mulberry Street
Newark, NJ

Schedule: 9:00am to 5:00pm

NJ State Police Regional Operations and Intelligence Center
West Trenton, NJ

Job Description:

The NY/NJ High Intensity Drug Trafficking Area (NY/NJ HIDTA) is a federally funded program of the Office of National Drug Control Policy. The mission of the HIDTA Program is to enhance and coordinate America's drug-control efforts among local, state and federal law enforcement agencies in order to eliminate or reduce drug trafficking and its harmful consequences in critical regions of the United States. The New York County District Attorney's Office (DANY) is the fiduciary for the NY/NJ HIDTA.

The Crime Analyst position will report to the DEA Intelligence Center located at the DEA New Jersey Field Office 2 days per week in Newark, NJ and to the NJ State Police Regional Operations and Intelligence Center (ROIC) – Drug Monitoring Initiative (DMI), 3 days per week in West Trenton, NJ.

Duties will include:

- Analyze and enter data of criminal activity and reported incidents
- Provide information to assist operational and administrative personnel in developing strategies to combat and reduce crime
- Participate in inter-agency meetings / conferences related to information sharing
- Prepare and present statistical reports identifying trends to assist federal, state and local law enforcement agencies in collectively crafting strategies to reduce crime
- Identify emerging or existing crime problems and patterns using statistical and geospatial calculations
- Coordinate the gathering and sharing of data with other law enforcement agencies and other segments of the criminal justice community
- Conduct research, analysis, and prepare a variety of studies and reports of interest to law enforcement agencies and public partners

Qualifications & Skills:

- Bachelor's Degree
- Superior computer skills; Excel experience preferred
- Strong written and verbal communication skills essential
- Experience conducting analytical work products preferred
- Experience acting in the role of a crime analyst or commensurate educational background

Benefits: The selected candidate will be hired as an employee of the Manhattan District Attorney's Office and will receive the standard benefits of a city employee.

Background Check: The individual hired for this position will require full field background investigation to be conducted by the Manhattan District Attorney's Office as well as a Secret level Federal security clearances conducted by both DHS and DEA. Continued employment is contingent upon the successful adjudication of the results of these investigations.

Additional Information: Pursuant to the Mayor's Executive Order 75, as of August 2, 2021, all newly hired employees must be vaccinated against the COVID-19 virus, unless they have been granted a reasonable accommodation for religion or disability. If you are offered employment with DANY, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved at the time of your on-boarding process.

TO APPLY, PLEASE SUBMIT RESUME BY E-MAIL:

acaunedo@nynjhidta.org

If you do not have access to e-mail, mail resume to the address provided above. Please submit your resume once using only one of these methods.

Post date: 11/07/24

Post until: Position filled