

[Skip to Main Content](#)



Job Title: Crime Analyst (open)

Closing Date/Time: Mon. 01/11/10 1:00 PM Pacific Time

Salary: \$22.91 - \$27.92 Hourly
\$3,971.41 - \$4,838.94 Monthly

Job Type: Full-Time Regular

Location: Bakersfield, CA, California

[Print Job Information](#) | [Apply](#)

[Description](#) [Benefits](#) [Supplemental Questions](#)

Under general supervision, is responsible for performing statistical research and analysis work in support of police operations; applies crime analysis work in the framework of the Police Department's community policing philosophy; and performs other work as required.

Representative Duties:

Input, retrieve, collect, compile, analyze and summarize crime, offender, demographic and related data from a variety of sources and databases including city, county, state and federal criminal information systems and data from other agencies; identify crime patterns from data analysis; produce summary and detail reports of criminal activity; monitor crime activity rates and reduction as related to prevention efforts; prepare statistical reports and data; conduct research and analysis studies of suspects, incidents and locations; demonstrate knowledge of departmental policies as well as criminal law and the justice system; networks with other agencies; provide courtroom testimony; conduct statistical research for management reports concerning staffing, deployment, response times and calls for service; utilize computer mapping technology to analyze and report data; performs other work as required.

Minimum Qualifications:

Graduation from an accredited college or university with a Bachelor's degree in criminal justice, statistics, public or business administration, behavior or computer science or a closely related field and one (1) year of work experience performing research and statistical or crime analysis, preferably with a law enforcement agency; or an equivalent combination of training and experience which provides the capabilities to perform the described job duties. Experience in personal computer operation and a valid Class "C" California Driver's License is also required. Desirable: Course work or training specifically related to crime analysis is highly

desirable.

SPECIAL REQUIREMENT: Position is subject to call back or varied hours.
OTHER MINIMUM QUALIFICATIONS: Knowledge of: principles, methods and techniques used in research, statistical and criminal analysis; basic organization and functions of municipal law enforcement and criminal law; modern office equipment; application of various computer software programs including mapping, word processing, spreadsheets and graphics; correct use of English, spelling and grammar; modern police methods and procedures related to crime prevention and crime analysis. Ability to: input and retrieve data from internal and external sources on a personal computer; maintain the confidentiality of privileged information; prepare graphic displays, charts, maps, and other related materials; analyze, evaluate and report facts based on data collected; understand, interpret and follow oral and written instructions; operate a variety of office equipment and law enforcement based information equipment; prepare clear, concise and complete narrative or statistical reports and other written materials; attend and successfully complete relevant training courses; conduct complex research and analyze data; prepare and give effective and concise presentations; work independently; establish and maintain effective working relationships.

Supplemental Information:

HOW TO APPLY: A COMPLETED City application, supplemental questionnaire and resume must be received by the Human Resources Office, City Hall, 1600 Truxtun Avenue, Bakersfield, CA 93301 by the filing deadline. Applicants will be required to submit an official college transcript prior to the oral interview. Postmarks will not be accepted.

NOTE: EMPLOYMENT APPLICATIONS MUST BE PROPERLY COMPLETED IN ACCORDANCE WITH THE INSTRUCTIONS ON FACE OF APPLICATION FORM. ALL PERTINENT INFORMATION NEEDED TO DETERMINE THAT THE APPLICANT MEETS THE MINIMUM QUALIFICATIONS MUST BE SHOWN ON THE APPLICATION WITH THE REQUIRED, SUPPLEMENTAL QUESTIONNAIRE AND RESUME ATTACHED. OTHERWISE, THE APPLICATION WILL BE REJECTED. RESUMES WILL NOT BE ACCEPTED IN LIEU OF COMPLETED APPLICATION AND REQUIRED SUPPLEMENTAL QUESTIONNAIRE.

ORAL APPRAISAL INTERVIEW: (Weighted: 100%) February, 2, 2010 (Tentative) An appraisal will be made of applicant's education, experience and personal qualifications. A minimum passing score of 70% is required.

*****NOTE:** Admission to the Oral Appraisal Interview may be limited to those applicants who clearly demonstrate on the application, supplemental questionnaire and resume the best combination of qualifications related to the position. Applicants possessing the minimum qualifications are not guaranteed admittance to the Oral Appraisal Interview.

BACKGROUND INVESTIGATION: (Weighted: Pass/Fail) Prior to appointment, applicant must successfully complete an investigation of

their personal history and background to determine suitability for this position with the Bakersfield Police Department.