

ROLE PROFILE Part1	Role Title	ANALYST			Dept /LPA	INTELLIGENCE
			VETTING LEVEL	SC		
Grade/Rank	SO1					
Responsible To	Lead Analyst					
Staff Line Managed	None					
Reviewed by (Manager)	DCI Dave Morgan				Date	29/09/17
Purpose of Job	<p>Critical in helping Hampshire Constabulary with their purpose of making 'You, Your Family, and Our Communities Safer'.</p> <p>To interpret information in order to support decision making on a wide range of challenges the Force faces.</p>					
Key Accountabilities	<ol style="list-style-type: none"> 1. Carry out operational and organisational analysis using qualitative and quantitative information from a variety of internal and external sources, in order to develop analytical products and briefings, develop inferences and test hypotheses for complex challenges the Force faces including an accurate understanding of threat, harm, risk and opportunity, and their organisational or operational context. 2. Collaborate with customers to identify and assist problem solving; be a subject matter expert in analytical tools and techniques, and use professional expertise and evidence to influence others across the force. 3. Prepare and present the results of analysis in the most suitable format to all relevant parties, such as internal colleagues, outside organisations including CPS and by giving evidence in court 4. Propose recommendations which are appropriate and proportionate, reviewing in light of new information 5. Liaise with and work in partnership with other organisations, to maximise the sharing of insight and develop the Force's analytical capability. 6. Maintain knowledge of the current products and Force priorities. 7 . Undertake evidence based policing techniques such as targeting, testing and tracking in supporting the identification and delivery of 'what works' . 8 . To give regular and effective service. <p>Note: This role profile is designed to assist postholders with understanding what is expected of them in their role. Hampshire Constabulary may ask them to undertake other duties, as required, which are not necessarily specified on the role profile but which are commensurate with the grade of the post. The role profile itself may be amended from time to time within the scope and general level of responsibility attached to the post.</p>					
Additional Requirements	<p>Maintain personal responsibility for collection, recording, evaluation, information sharing, review, retention and disposal of information in compliance with codes of practice and Guidance in the Management of Information, Information Security Policy, procedures and legislation.</p> <p>The role holder is expected to give a 2 year commitment to the post or reimburse the costs of externally provided training on a pro-rata basis.</p> <p>The role holder may be required to visit other locations within Hampshire and the Isle of Wight, and therefore needs to have the ability to travel as necessary.</p> <p>The successful candidate must be prepared to undergo the provisions of 'vetting' to a Security Clearance level.</p> <p>May be asked to carry out fire warden duties to meet required standards if required.</p> <p>All officers and staff must be aware of risk in relation to their role, please view the appropriate Health & Safety Risk Assessment for the role.</p>					

ROLE PROFILE Part2 CVF Recruitment Competencies	We are Emotionally Aware Level 1 We Take Ownership Level 1 We are collaborative Level 1 We Deliver, Support and Inspire Level 1 We Analyse Critically Level 2 Transparency	
Education/ Qualifications	Essential: Educated to Educated to QCF Level 6 OR work experience deemed to have brought the postholder to a comparable level. Desirable: QCF Level 3 in a relevant analytical field	
Experience and Skills	Essential: <ul style="list-style-type: none"> • Experience of innovative and creative approaches to problem solving • Experience in planning and conducting analysis of complex information • Effective report writing and presentation skills, with experience in delivering to all levels of an organisation • Experience and confidence to debate complex issues in high level meetings • Ability to use own initiative and possessing good time management skills • Demonstrate excellent interpersonal skills, with proven experience of forming and maintaining internal and external relationship • Proven experience in the use of Microsoft Office Suite • Good literacy and numeracy skills Desirable: <ul style="list-style-type: none"> • Experience of problem solving and analysis in a law enforcement environment • Previous experience of, or trained in the use of i2, Business Objects, or other analytical software 	
Approved by HR	Jayne Beddall, Senior HR Adviser	Date 31/10/2017