

JOB DESCRIPTION

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| Post: | Data Insight Analyst | Job Evaluation Ref: D1695 |
| Grade: | Band E | |
| Department: | Tackling Organised Exploitation Project Team ('T.O.E') | |
| Sector/Section: | Force Executive/ Chief Constable's Violence and Public Protection Portfolio | |
| Location: | Headquarters (OCC), Wymondham, Norfolk/ Remote Working | |
| Reporting to: | Detective Inspector; Tackling Organised Exploitation Project Team | |

ACTIVITIES AND RESPONSIBILITIES OF THE POST

1. Principal purpose of the role

The Tackling Organised Exploitation Project Team has been commissioned to develop a whole systems approach to improve the response to the 'exploitation of the vulnerable' within the current National Strategic Assessment of Serious and Organised Crime, developing a model that supports an enhanced intelligence picture to inform activity; operational tasking and coordination; and capability development.

This post will support the development of automated data-led products and techniques within TOE and undertake bespoke research in support of Tackling Organised Exploitation nationally.

2. Main activities of the role *(This list is not exhaustive)*

In support of the TOE Project Team terms of reference, the poster holder will;

- Collect, collate, evaluate and analyse information from a variety of internal and external sources, producing high quality analytical products
- Present the results of analysis in the most suitable format to relevant parties, including outside organisations where required
- Support the harvesting of key intelligence, performance, and impact information through the national data tools and structured debriefing processes
- Work with law enforcement and partner agencies to identify and develop opportunities for greater data and information sharing to enhance the TOE's analytical activity
- Design, implement and/or support data collection and collation activities for TOE, delivering insight and analytics tools, including identifying and developing IT solutions.
- Provide advice and guidance to the TOE Project Team on the best use of data, data insight tools and emerging data technologies that will enhance the business.
- Widen the data sources available to the TOE Project Team through exploring and maximising the use of all possible data sets internally and externally.
- Liaise with external suppliers of technical solutions (e.g. IBM - i2, Microsoft - PowerBI) to ensure the most appropriate software is used in the most efficient way and that the latest innovations are known and considered.

- Work to the direction of the Tackling Organised Exploitation Project Leads to build a robust assessment of organised exploitation nationally.
- Any other duties commensurate with the role and grade as may be requested by management.

Special conditions/Points to note

- a) The purpose of this job description is to indicate the general level of the duties and responsibility of the role, the duties may from time to time vary without changing the general character of the role or the levels of responsibilities.
- b) Whilst the role is normally based at the aforementioned location, you may be required to work at other establishments across both Norfolk and Suffolk Constabularies as may be reasonably required. Police Staff Conditions of Service will be adhered to in such instances.
- c) All duties must be carried out in accordance with relevant Health and Safety legislation and good practice. A 'No Smoking in the Work Place' policy applies
- d) All duties must be carried out in a manner that supports the Constabularies' commitment to equality and inclusion.

PERSON SPECIFICATION

Post: Data Insight Analyst

Department: Force Executive/ Chief Constable's National Portfolio

Location: OCC Wymondham, Norfolk/ Remote Working

Essential Criteria

1. Experience in the analysis, interpretation and inference development of complex information [not necessarily in policing]
2. Significant experience of, or qualifications in, up to date analytics, insights and data visualisation tools and methods
3. Evidence of the ability to analyse, model and interpret data
4. Good communicator with the ability to interpret and explain complex and technical issues to a non- technical audience
5. Experience of innovative and creative approaches to problem solving
6. Ability to develop new working practices, and improving efficiency and effectiveness through the use of technology
7. Ability to travel to other locations Nationally as appropriate

Desirable criteria

1. Experience of transforming service delivery through the use of relevant technical platforms (e.g. SQL Server, OLAP, Power BI, SSIS, SSRS)
2. Experience of advanced statistical forecasting
3. Previous experience in the support of ICT projects
4. Flexibility with working hours subject to operational requirements
5. Knowledge and working experience within Law Enforcement and/or the vulnerability and exploitation arena