

Opening Date: November 18, 2014

Closing Date: December 3, 2014



MISSOURI INFORMATION ANALYSIS CENTER Missouri State Highway Patrol

JOB OPPORTUNITY BULLETIN

TITLE: CRIMINAL INTELLIGENCE ANALYST I OR II

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DESCRIPTION: This Criminal Intelligence Analyst I or II position is assigned to Missouri Information Analysis Center within the Missouri State Highway Patrol. ***This position will be assigned to 3rd shift - 10:00 p.m. to 8:00 a.m., but may be assigned to either first or second shift, as needed. An employee in this position will work every other weekend and rotating holidays.*** The official domicile for this position is Jefferson City, Missouri. This position is classified as non-exempt under the Fair Labor Standards Act.

POSITION SUMMARY: This is a responsible professional and analytical position at the Missouri Information Analysis Center (MIAC). An individual in this position analyzes and assesses criminal information of a confidential nature and develops comprehensive analytical reports based on available data. The employee is required to utilize over fifty specialized analytical and informative state and federal databases to develop threat assessments, time series analyses regarding crime patterns, and to identify criminal groups, key individuals involved in organized criminal activity, their methods of operation, and the extent of the individual's criminal influence on its organized criminal group. The employee may also be responsible for compiling various statistical reports, bulletins, informative booklets, etc., and the Missouri Statewide Intelligence Network (MoSPIN). The employee is also responsible for quality control of data entered into various intelligence databases in order to maintain the integrity of intelligence data received and/or disseminated. Work is performed under general supervision.

For a more detailed job description go to:

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/HRD/Civilian/CivilianJobDescriptions/salarySchedule.html>.

QUALIFICATIONS: **Criminal Intelligence Analyst I:** Bachelors Degree in criminal justice, or related field OR four years experience with a criminal justice, military or government intelligence agency or criminal intelligence network organization, or in a business, financial, or academic environment, compiling data, analyzing findings and writing comprehensive reports. **Criminal Intelligence Analyst II:** Bachelors Degree in criminal justice, or related field and two years experience with a criminal justice, military or government intelligence agency or criminal intelligence network organization, or in a business, financial, or academic environment, compiling data, analyzing findings and writing comprehensive reports OR six years experience with a criminal justice, military or government intelligence agency or criminal intelligence network organization, or in a business, financial, or academic environment, compiling data, analyzing findings and writing comprehensive reports OR two years as a Criminal Intelligence Analyst I with the Patrol.

Applicants must successfully complete Foundations of Intelligence Analysis Training (FIAT) within a period not to exceed six months after appointment (or as soon as course enrollment is available). Applicant must be a resident of Missouri at the time of appointment. Applicant must pass a comprehensive background check necessary to have access to criminal intelligence and other information in the Missouri State Highway Patrol. Applicant must obtain a secret level Department of Homeland Security background/clearance or other federal background/clearance of equal security level.

SALARY RANGE The minimum starting salary is \$1,236.50; however salary may be commensurate with experience.

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APPLICATION PROCEDURE: Individuals interested in this Criminal Intelligence Analyst position must submit the Patrol's on-line application prior to the application deadline of December 2, 2014. Resumes will not be accepted in lieu of the application. Applicants with the necessary educational qualifications must also submit a copy of their college transcripts, which can be uploaded and attached to the application. Please visit our website at www.mshp.dps.mo.gov to complete an on-line [Application for Civilian Employment \(ACE\)](#). Individuals who have previously completed an application must access their profile in the ACE system to re-apply.

Current Patrol employees who meet the minimum qualifications may apply through the Human Resources Division by submitting an intradepartmental letter of application (SHP-15C) and resume through channels prior to the application deadline.

Interview boards are tentatively scheduled for the week of December 15, 2014. The tentative start date for this position is within 30 days of the interview.

Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

NOTE: Final selection may be based upon several factors, e.g., results of an oral interview, written examination or exercise, review of past work performance, performance evaluations, and/or candidate's possession of the knowledge, skills, and abilities deemed necessary for successful performance in the job.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a Patrol administered drug test and favorable background investigation.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

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