



CITY OF BAKERSFIELD
Human Resources Department
1600 Truxtun Avenue, Bakersfield, CA 93301
(661) 326-3773 / <https://www.bakersfieldcity.us>
INVITES APPLICATIONS FOR THE POSITION OF:



CRIME ANALYST (OPEN) #02016
An Equal Opportunity Employer

SALARY

\$29.02 - \$35.35 / Hour
\$5,029.27 - \$6,128.03 / Month

ISSUE DATE: 11/2/23

FILING DEADLINE: 11/16/23 by 1:00 PM Pacific Time

THE POSITION: 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: For a full job description, please click [here](#).

MINIMUM QUALIFICATIONS: Applications will be accepted only from those applicants who **CLEARLY** demonstrate on the **COMPLETED APPLICATION AND SUPPLEMENTAL QUESTIONNAIRE** that they possess the minimum qualifications which include:

- 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 analysis 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, **AND;**
- Possession of a valid California Class "C" driver's license, **AND;**
- Must be able to pass a police background check.

HIGHLY DESIRABLE: Exceptional attention to detail; Ability to work under pressure and perform multiple tasks with accuracy; Knack for problem solving and identifying patterns; Intellectual curiosity and keen initiative.

OTHER MINIMUM QUALIFICATIONS: As listed in the full job description link above.

PRELIMINARY BACKGROUND QUESTIONNAIRE: Prior to appointment, applicants must successfully complete a preliminary investigation of their personal history and background to determine suitability for this position with the Bakersfield Police Department. Qualified candidates will be required to submit a **COMPLETED** Preliminary Background Questionnaire by **November 27, 2023 (Tentative)**, prior to the Oral Appraisal Interview. Instructions will be provided at a later date.

EXAMINATION: ORAL APPRAISAL INTERVIEW (Weighted 100%) December 4, 2023 (Tentative): An appraisal will be made of the applicant's education, training, experience, and personal qualifications for the position. A minimum passing score of 70% is required. ****NOTE: Admission to the Oral Appraisal Interview may be limited to those applicants who demonstrate the best combination of qualifications. Applicants possessing the minimum qualifications are not guaranteed admittance to the Examination. Employment applications must be properly completed in accordance with instructions on the face of the application form. All pertinent information needed to determine that the applicant meets the minimum qualifications must be shown on the application and supplemental questionnaire; otherwise, the application may be rejected. Resumes will not be accepted in lieu of a COMPLETED application.**

*1. Did you graduate 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?

Yes No

*2. List any college coursework or training you possess in research methods, statistics, data analysis techniques or software, or other related areas which will help you design and conduct crime analysis studies. List Course Title, School or Training Organization, and Date of Completion. You are required to attach copies of any certificates or transcripts.

*3. Do you have one (1) year of work experience performing research and statistical analysis or crime analysis, preferably with a law enforcement agency?

Yes No

*4. If you answered yes to question #3, describe any work experience you possess that has prepared you for the specific tasks of analyzing and presenting data regarding criminals and criminal activity. Identify why you believe the experience is relevant.

*5. Describe your experience in performing crime research and analysis tasks.

*6. Describe your experience in using maps, graphs, charts, and reports as it relates to crime analysis.

*7. Do you possess a valid driver's license? Please note that this will be verified in the background process.

Yes No

*8. **BACKGROUND INVESTIGATION:** Candidates invited to the Oral Appraisal Interview will be required to complete and submit a Personal Background Questionnaire by **November 27, 2023, by 1:00 PM (Tentative)**. These documents will be emailed to candidates who are required to complete them. **ORAL APPRAISAL INTERVIEW (Weighted 100%): December 4, 2023 (Tentative)**.

I have reviewed and understand the above information and dates.

Yes No

*Required Question