



FORENSIC DATA ANALYST

(Office of Inspector General)

MINIMUM QUALIFICATIONS: Graduation from an accredited college or university with a Bachelor's degree in Computer Sciences, Information Technology/Systems, Business Administration or a directly related field, plus two years of data analysis or data management work experience, or an equivalent combination of education, training and experience.

PREFERRED QUALIFICATIONS:

- Advanced degree in data analytics, data science, statistics, or related field
- Work experience in an investigatory or law enforcement organization
- Work experience conducting statistical analysis

ADVANCED KNOWLEDGE OF:

- Applicable computer software packages, including visualization software
- Methods and techniques of data base analysis and design
- Tools to query and analyze data in a relational database
- Computer operating systems
- Programming logic, data manipulation and integrated environments
- Structured Query Language (SQL)
- Quantitative data analysis methods

DUTIES:

- Under the guidance of a Senior Forensic Data Analyst, develops and employs innovative techniques for data analysis, resulting in the extraction of critical, near real-time information
- Develops advanced and statistical models and techniques to analyze large, complex transactional and operational data sets extracted from City source databases to assist in the evaluation of deviations and trends in support of investigative and regulatory activities
- Reviews and classifies inventory of data across the City, and identify core data and associated hierarchies/taxonomy and lifecycle events
- Designs and conduct data quality testing of source data; review data flow and usage to identify risks due to poor data quality and processing inefficiencies
- Assists OIG personnel with identifying city data sources
- Compiles and generates statistical and narrative reports to summarize the findings of analysis work
- Performs related duties as required

ANNUAL SALARY: Range: \$75,408 – \$103,716 (annual increases)
Starting \$75,408; Post successful six-month review \$78,828