

## Senior Financial Investigator

District/Department	District/SCS	Rank/Grade	Band E
---------------------	--------------	------------	--------

<b>Role purpose:</b>	The post holder will lead a small team of financial Investigators and manage all aspects of the restraint and confiscation process. This includes the administration of restraints and confiscation orders in support of all relevant investigations. You will also provide strategic direction and tactical knowledge in deciding on investigative options, as well as support to other investigations with a financial element
----------------------	--

Key Accountabilities:
<p>If required prepare financial profiles on persons and organisations subject to operational development or investigation at all levels of criminality, and to ensure the appropriate use and/or dissemination of intelligence and assist with interviews with prisoners as necessary.</p> <p>Identify the parties holding relevant material and prepare necessary documentation for obtaining Court Production Orders under the appropriate legislation.</p> <p>When necessary to attend as a financial expert when search warrants are executed to identify material of potential benefit to a financial investigation and ensure its seizure in accordance with PACE.</p> <p>To prepare financial statements for the Prosecutor in accordance with appropriate legislation, identifying the material required from all available resources, developing and presenting the information in a comprehensive format.</p> <p>In consultation with the Crown Prosecution Service Central Confiscation Unit, administer restraints and confiscation orders in support of financial investigations to the satisfaction of the Court.</p> <p>To maintain a high level of knowledge of current legislation, money laundering typologies and commercial financial systems in order to provide professional expertise, advice and guidance to staff. To develop skills in identifying matters that may fall within the terms of Civil Forfeiture.</p> <p>Utilise appropriate computer facilities in the preparation of reports, production orders, spreadsheets and graphs to meet the requirements of individual investigations and prosecutions.</p> <p>To promote the use of POCA legislation across the force.</p> <p>To maintain requisite records to assist in the provision of information for performance measurement in accordance with the force Financial Investigation Policy.</p> <p>Play a full part as a team member in the Money Laundering Investigation Team improving systems and procedures and extending the range of information sources and outputs to enhance force and district investigative ability.</p> <p>Manage cash detention process within South Yorkshire Police. Offer advice and guidance and set and support investigation strategies, directing staff to complete the enquiries. Manage subsequent court</p>

process

Provide strategic direction and tactical knowledge in choosing financial investigation options, supporting investigating officers with case-building and knowledge. Manage financial investigations being conducted by other members of staff. This may include interviewing, executing warrants, financial enquiries and bespoke strategic financial advice.

To drive police vehicles

To undertake personal safety/conflict management and First Aid training.

To undertake Airwaves training.

### Competencies/behaviours

*Please access the College of Policing website (via Google Chrome) and refer to the **Competency and Values** for a definition of the values and essential behaviours for each required competency level.*

#### Competency

#### CVF Level

Level 1 – Practitioner

Level 2 – Supervisor/Middle Manager

Level 3 – Senior Manager/Executive

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

We are innovative and open-minded

Level 1

#### Core values for ALL employees:

Integrity

Public Service

Impartiality

Transparency

<b>Experience, Education and Skills: Ideally between 4 and 6 of each</b>	
<b>Essential:</b>	
Obtained the National Crime Agency (NCA) Proceeds of Crime Centre Financial Confiscators Course	
Accredited Financial Investigator with Part 5 and 8 POCA powers.	
Willingness to undertake relevant investigative training including elements of Professionalising Investigation Programme (PIP) Level 1	
Experience of presenting financial evidence at court	
Experience of working with computerised systems, including Microsoft Office: Word, Access, Excel and the Internet	
Must possess full driving license	
Must be able to physically undertake personal safety training	
Able to produce clear and concise reports and other documents within best practice procedures	
Able to breakdown a complex problem into component parts and determine appropriate action	
<b>Desirable:</b>	
Experience of implementing financial restraint and confiscation procedures	
Experience of case-building	
Experience of interviewing in accordance with Police & Criminal Evidence Act 1984.	