



South Yorkshire

# POLICE

## Senior Digital Forensic Analyst

District/Department	SCS / DFU	Rank/Grade	Band E
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<b>Role purpose:</b>	<p>To provide support to Police Investigations by securing and retrieving data from digital devices in accordance with national guidelines, utilising forensic software and techniques and presenting finding in a format suitable for court.</p> <p>Direct line management, case allocation and mentoring of digital forensic analysts and digital forensic technicians within DFU.</p>
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Summary of main duties
<p>Secure, preserve, process and analyse evidence from a range of digital media in accordance with Digital Forensic Unit (DFU) SOPs and ISO17025 standards utilising a range of forensic software and techniques to support investigations.</p> <p>Conduct processing and analysis of recovered data using techniques beyond that of standard forensic tools or automated processes and be able to communicate clear justification for use of these techniques.</p> <p>Present findings and specialist interpretation of evidence to a detailed level beyond that of a basic examination using a format easily understood by Investigating Officers, CPS and the Courts.</p> <p>Conduct testing of digital devices to assist in proving or disproving accounts provided by suspects, victims or witnesses and providing detailed responses to defence / prosecution queries.</p> <p>Attendance at Court to present findings and evidence in a clear and comprehensible manner.</p> <p>Work closely with Investigating Officers and SIOs in the creation of digital forensic examination strategies for more complex investigations and provide regular updates to the progression of casework.</p> <p>Direct line management responsibilities for digital forensic analysts/technicians.</p> <p>Training and mentoring of digital forensic analysts/technicians and supporting their progression through the career development plan set out by the digital forensics management team.</p> <p>Quality assurance of work conducted by senior analysts, analysts and technicians in line with the DFUs ISO17025 accreditation.</p> <p>Allocation and monitoring of case work undertaken by analysts and technicians.</p> <p>Providing regular updates to the DFU management team regarding progression of cases, team</p>

workloads and quality assurance matters.

Support digital forensic projects and training, such as mobile phone kiosk implementation and digital forensic awareness to other units within Force.

Assist Officers as appropriate in the execution of search warrants and provide specialist advice and guidance on the correct methods of seizing and removing digital devices.

Under the direction of the ISO Quality Manager/Technical Manager, carry out any necessary tasks in support of ISO accreditation such as internal audits or assisting with method validation.

Develop and maintain specialised and up to date technical knowledge of digital forensic procedures, keeping abreast of developments within the industry.

Work closely with other departments to ensure effective knowledge sharing and assist officers in the creation of digital forensic examination strategies.

Give presentations and briefings as appropriate, in support of investigations, including providing practical advice and guidance to officers on matters relating to digital forensic Investigations.

Work with the DFU management team in the development of SOPs, Work Instructions, procedures, procedures and non-conformances in line with the DFU ISO17025 Accreditation.

Due to the nature of the work undertaken by DFU, the successful candidate will require physical and emotional resilience to be able to deal with material of a distressing nature including Child Sexual Abuse Imagery on a regular basis. The successful candidate will be required to undergo regular compulsory OHU Assessments.

#### 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.

<u>Competency</u>	<u>CVF Level</u> Level 1 – Practitioner Level 2 – Supervisor/Middle Manager Level 3 – Senior Manager/Executive
We are emotionally aware	2
We take ownership	2
We are collaborative	2
We deliver, support and inspire	2
We analyse critically	2
We are innovative and open-minded	2
Core values for ALL employees:	
Integrity Impartiality	Public Service Transparency

**Experience, Education and Skills:** Ideally between 4 and 6 of each (which will be used as Essential/Desirable shortlisting criteria)



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## Essential:

Will have degree level qualification in a digital forensic or computer / mobile device related subject. And/Or two to three years demonstrable experience as a Digital Forensic Analyst (mobile or computers), working in the public or private sector.

Demonstrable experience of examining and analysing digital devices to an advanced level, beyond automated processes and decoding any data extracted

Attended relevant Core Skills (CoP, Cranfield, IACIS) or Vendor Training Courses (Xways, EnCase, MSAB, Cellebrite) to an advanced level

Demonstrable knowledge of ISO standards and the impact of these on Digital Forensic Investigations

Previous supervisory experience

Excellent written and verbal communication skills and ability to present complex findings in a clear concise manner to Officers, Staff and the Courts

Thorough working knowledge and understanding of Policing procedures and the Court process, including dealing with CPS, Counsel and Criminal Courts in matters relating to digital evidence

A thorough understanding of relevant digital forensic guidelines and legislation, including ACPO, Regulation of Investigatory Powers Act, Principles of Human Rights, Criminal Procedure and Investigations Act

Experience of decision making in a high-pressure environment, with accountability for decisions made

Awareness of other departments and how they can support/impact on Digital Forensic Investigations, such as Communications Data, Radio frequency Propagation, Cyber and Digital Media Investigation

Be able to deal with material of a distressing nature and undergo regular compulsory OHU Assessments

## Desirable:

Experience of examining Mac and Linux Operating systems

Scripting / programming experience specific to development of Digital Forensic tools / utilities

Experience in the examination of servers and live network environments