

FORENSIC TECHNOLOGY ANALYST – WILLMAR POLICE DEPARTMENT

The City of Willmar is accepting applications for the position of Forensic Technology Analyst for the Willmar Police Department. We are both an equal opportunity and affirmative action employer, committed to diversity and strongly encourage candidates of all backgrounds to apply.

Hiring Range: \$26.19 to \$36.09 Hourly, Depending on Qualifications

About the Position:

The Willmar Police Department is seeking a Forensic Technology Analyst. The purpose of this position is to conduct highly technical analyses and procedures in the collection, processing, preservation, and presentation of digital evidence to assist law enforcement in a variety of criminal investigations. This position will serve as a technical expert regarding mobile, computer, and multimedia digital evidence; assist in legal proceedings as an expert witness; and deploy into the field to locate digital evidence at crime scenes, assist with search warrants, and conduct crime-scene reconstruction. This position will also handle day to day Information Technology needs at the Willmar Police Department, including general maintenance and troubleshooting with computers, video systems and other technological devices.

Duties:

- Perform forensic computer/digital evidence recovery and analysis on a wide variety of specialized visual and/or computer-based related peripheral equipment and data storage devices, such as hard drive discs, solid-state drives, optical discs, and mobile devices, as well as various other forms of computer media.
- Perform a variety of advanced procedures to analyze digital multimedia evidence for investigative and court purposes; clarification of audio, video and audio redaction and management of technical investigative devices and systems.
- Prepare clear and concise reports that demonstrate analytical procedures, follow scientific methodology and can be reproduced; provide expert testimony in court articulating advanced concepts pertaining to digital multimedia evidence.
- Assist with search warrants to validate authority and accompany police to execute search warrants and collect evidence.
- Assist with crime scene investigations, digitally document; identify, collect and preserve digital evidence; reconstruct crime scenes.
- Maintain and manage the proper handling procedures regarding protection, collection, and storage of physical and digital evidence.

Qualifications:

- A minimum of one year of progressively responsible forensic digital analysis experience.
- Minimum of a Bachelor's degree from an accredited college or university with an emphasis in computer science, information technology, or related field.
- Possession of, or the ability to obtain, a valid MN Driver's License.
- Familiarity of various digital systems used by Law Enforcement, similar to the LETG RMS system, Watchguard BWC and Squad Car Video Systems, FirstNet & Cellebrite Digital Forensics systems, which are currently used by the Willmar Police Department.

Testing Process:

- City of Willmar Job Application
- Verbal Interview
- Background Investigation

Application forms may be obtained by:

- Downloading from: <https://tinyurl.com/wpd-job-56201>
- Emailing a request to: police@willmarmn.gov
- Calling the Willmar Police Department, 320-214-6700 ext. 3140, to request a copy be mailed to you.

Completed applications, cover letters and résumés must be returned to the Secretary of the Police Commission, c/o Willmar Police Department, 2201 23rd Street NE, Suite 102, Willmar, Minnesota 56201, **by 4:00 p.m. on April 30, 2021**.

Any applicant wishing to apply for veteran's preference points under MN Statute 43A.11 must also complete and return the Application for Veteran's Preference Points, included with the Application for Employment.