



## ROLE PROFILE

<b>Role Title:</b>	<b>Detective Constable - Cyber Crime Unit ERSOU</b>
<b>Rank/Grade:</b>	<b>Detective Constable</b>
<b>Job Family:</b>	<b>Cyber Crime Unit ERSOU</b>
<b>Reporting to:</b>	<b>Detective Sergeant Cyber Crime Unit ERSOU</b>
<b>Main purpose of the role:</b>	To conduct proactive and reactive cyber-crime investigations within the Eastern Region in support of the regional and national strategy.

## Key Responsibilities

1. Investigation of Cyber Crime
2. Setting up and running proactive investigations into Cyber Crime
3. Gathering information, intelligence or evidence about a specific policing problem
4. Undertake detailed planning and research to achieve operational tasking
5. Complete a thorough risk assessment for operational events, ensuring adequate control measures are in place
6. Ensure that personnel and other resources are deployed safely and that operational performance complies with legislation, policy and best practice (accuracy, ethical and complies with RIPA).
7. Complete administration procedures – records, input to databases, etc.
8. Ability to provide concise presentations to a variety of specialist audiences.

**These key duties and responsibilities are intended only as a guide to the main responsibilities of the post and are not intended to restrict the scope of the post holder to perform other duties. Additional responsibilities for the post holder may be agreed on an individual basis and recorded as part of the annual performance review role requirement.**

<b>Agile Working</b>	Yet to be decided
<b>Psychological Assessment</b>	Not Required
<b>Return on Investment</b>	Not Required
<b>Limited Duties</b>	Yet to be decided

<b>Financial e.g. Limits/Mandates</b>	<b>Non-Financial e.g. Staff Responsibility</b>
• None	• None

## Entry Requirements

### Essential Criteria:

- Qualified Detective Constable that has successfully passed the National CID Foundation Course and is PIP (Professionalising the Investigative Process) Level 2 qualified.
- Proven track record in covert, serious and complex criminal investigations.
- Tier 2 Serious and Complex witness and suspect interview trained
- Disclosure Trained
- Authorised Police driver with full and current driving licence.

### Desirable Criteria:

- Good knowledge and experience regarding cyber-crime, being a Digital Media Investigator or similar qualification would be beneficial.
- Good knowledge and experience in dealing with telecommunications data
- Awareness of covert tactics and good understanding and working knowledge of RIPA
- Tier 3 Advanced witness and suspect interview trained.
- Advanced Disclosure Trained.
- Experience in dealing with financial, fraud and computer misuse criminality.



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- Experience and skills in open source research, advanced internet research, core skills in network investigation, core skills in digital investigation

### Any other General Requirements/Scope

**Line Managers should, through consultation with their staff, identify which "Effective Performance" elements of each activity are relevant to the role.**

#### Section/Location

Other

#### Hours of work

Flexible as required by operational commitment in accordance with Police Regulations. The Cyber Crime Unit has a regional responsibility. Post holders are expected to work unsociable hours at short notice and potentially travel within the UK and internationally.

#### Vetting

SC/MV Level or as advised by the Vetting Unit

**All officers are required to maintain their safety skills (i.e. Friction Lock Baton, CS/PAVA Incapacitant, Quick Cuffs and Unarmed Defence Tactics) and be available for operational duties. The only exception to this is where an officer is on restricted duties.**

**This role profile includes the key/core activities of the post and does not restrict the scope of the post holder to perform other duties. Additional duties may be agreed on an individual basis and recorded as part of the annual Performance and Development Review (PDR).**

#### Obligatory Requirements

- Before commencement of this appointment, this role is subject to medical assessment. For some roles health screening or surveillance may be required on a regular basis, as identified by line manager risk assessments.
- There is a requirement for the role holder to meet the probationary objectives set.



## ROLE PROFILE

### Personal Qualities (Behavioural Competencies)

#### We are emotionally aware

I treat others with respect, tolerance and compassion. I acknowledge and respect a range of different perspectives, values and beliefs within the remit of the law. I remain calm and think about how to best manage the situation when faced with provocation. I understand my own emotions and I know which situations might affect my ability to deal with stress and pressure. I ask for help and support when I need it. I understand the value that diversity offers. I communicate in clear and simple language so that I can be easily understood by others. I seek to understand the thoughts and concerns of others even when they are unable to express themselves clearly.

#### We take ownership

I actively identify and respond to problems. I approach tasks with enthusiasm, focusing on public service excellence. I regularly seek feedback to understand the quality of my work and the impact of my behaviour. I recognise where I can help others and willingly take on additional tasks to support them, where appropriate. I give feedback to others that I make sure is understandable and constructive. I take responsibility for my own actions, I fulfil my promises and do what I say I will. I will admit if I have made a mistake and take action to rectify this. I demonstrate pride in representing the police service. I understand my own strengths and areas for development and take responsibility for my own learning to address gaps.

#### We are collaborative

I work cooperatively with others to get things done, willingly giving help and support to colleagues. I am approachable, and explain things well so that I generate a common understanding. I take the time to get to know others and their perspective in order to build rapport. I treat people with respect as individuals and address their specific needs and concerns. I am open and transparent in my relationships with others. I ensure I am clear and appropriate in my communications.

#### We deliver, support and inspire

I take on challenging tasks to help to improve the service continuously and support my colleagues. I understand how my work contributes to the wider police service. I understand it is part of my collective responsibility to deliver efficient services. I take personal responsibility for making sure that I am working effectively to deliver the best service, both individually and with others. I am conscientious in my approach, working hard to provide the best service and to overcome any obstacles that could prevent or hinder delivery. I support the efficient use of resources to create the most value and to deliver the right impact. I keep up to date with changes in internal and external environments. I am a role model for the behaviours I expect to see in others and I act in the best interests of the public and the police service.

#### We analyse critically

I recognise the need to think critically about issues. I value the use of analysis and testing in policing. I take in information quickly and accurately. I am able to separate information and decide whether it is irrelevant or relevant and its importance. I solve problems proactively by understanding the reasons behind them, using learning from evidence and my experiences to take action. I refer to procedures and precedents as necessary before making decisions. I weigh up the pros and cons of possible actions, thinking about potential risks and using this thinking to inform our decisions. I recognise gaps and inconsistencies in information and think about the potential implications. I make decisions in alignment with our mission, values and the Code of Ethics.

#### We are innovative and open-minded

I demonstrate an openness to changing ideas, perceptions and ways of working. I share suggestions with colleagues, speaking up to help improve existing working methods and practices. I constantly reflect on my own way of working and periodically review processes and procedures to make continuous improvements. I adapt to change and am flexible as the need arises while encouraging others to do the same. I learn from my experiences and do not let myself be unduly influenced by preconceptions.