



## ROLE PROFILE

<b>Role Title:</b>	<b>Detective Constable Regional Asset Recovery Team (RART)</b>
<b>Rank/Grade:</b>	<b>Detective Constable</b>
<b>Job Family:</b>	<b>Regional Asset Recovery Team (RART)</b>
<b>Reporting to:</b>	<b>Detective Sergeant/ Financial Investigation Manager</b>
<b>Main purpose of the role:</b>	To ensure the efficient and effective investigation of the criminal activities of serious and organised crime groups who impact on the Eastern Region focussing on the prosecution of offenders and the recovery and confiscation of the proceeds of their criminal conduct.

### Key Responsibilities

- Conduct criminal investigations into identified individuals and organised crime groups with a view to the prosecution of money laundering offences as defined by the Proceeds of Crime Act 2002.
- Conduct Financial Investigation of serious and complex crime as tasked by the Region.
- As required, to investigate financial intelligence from suspicious activity reports made by the Regulated Sector with a view to identifying whether any circumstantial activity, particularly money laundering offences is, or has been taking place.
- To facilitate the civil seizure, retention and forfeiture of cash in accordance with the Proceeds of Crime Act 2002 and provide advice and guidance to Forces in this respect.
- Conduct complex investigations as part of a multi-agency team.
- Liaise with international investigative bodies in respect of global money laundering issues directly linked to money laundering activity in the Eastern Region.
- Undertake detailed planning and research to achieve operational tasking.
- Complete a thorough risk assessment for operational events, ensuring adequate control measures are in place.
- Ensure that personnel and other resources are deployed safely and that operational performance complies with legislation, policy and best practice.
- Complete administration procedures – records, input to databases, etc.
- Ability to provide concise presentations to a variety of specialist audiences.
- Maintain high standards of operational security in accordance with legislation, policy and procedures due to the sensitive nature of RART investigations.

<b>Agile Working</b>	To be confirmed
<b>Psychological Assessment</b>	Not Required
<b>Return on Investment</b>	Not Required
<b>Limited Duties</b>	To be confirmed

<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 serious and complex criminal investigations.
- Tier 2 Serious and Complex witness and suspect interview trained.



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- Disclosure trained or experience of completing the role of Disclosure Officer.
- Exhibit handling trained or experience of completing the role of Exhibit Officer.
- Has successfully completed or has the ability to complete NCA Financial Investigation Course and accreditation process.

### Desirable Criteria:

- Experience in the investigation of financial investigations.
- Tier 3 Advanced witness and suspect interview trained.
- Advanced Disclosure Trained.

### Any other General Requirements/Scope

- Maintain National Crime Agency accreditation status as a Financial Investigator by timely completion of a development portfolio and gathering evidence to support the legitimate use of POCA powers and maintain CPD accreditation.
- This role requires the post holder to have a valid UK driving licence.
- If using a private vehicle then business insurance needs to be organised by the individual.
- The post holder will be based in Hertfordshire or Suffolk and will be required to travel throughout the Eastern Region.
- There will be a requirement to work extended hours, as per operational needs
- Vetting required, as advised by the vetting unit.
- Maintain accreditation and CPD to the required NPIA standard.
- Vetting is required, as advised by the vetting unit.
- The post holder will be expected to undertake training as and when required.
- The post holder will be expected to comply with health and safety requirements.

### 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.

### Performance assessment will be achieved through:

- Valid and reliable overall performance review conducted by the line manager for the role
- Data collection will be by a range of methods, including line manager observation, progress against the requirements of this role profile and of objectives set for the performance year.
- Other pertinent and reliable data known to the line manager will be taken into account, for example results of any Employee Engagement surveys conducted during the review period or other feedback on performance of the member of staff.





## 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.