



ROLE PROFILE

Role Title:	Investigator
Department/Unit:	Various – generic role profile
Rank/Grade:	SO1-SO2
Reporting to:	Detective Sergeant
Main purpose of the role:	To contribute to achieving the vision, purpose and values of ERSOU Policing.

Key Responsibilities

Conducting complex criminal investigations including:

- Completing all enquiries, as tasked by the Senior Investigative Officer, to achieve the operational aims and objectives.
- Case building.
- Interviewing and taking concise evidential accounts of evidence from victims, witnesses and suspects.
- Searching, securing and preserving the continuity of evidence and exhibits; acting as Exhibits Officer and undertaking other property related enquiries.
- Performing the role of Disclosure Officer in complex investigations.
- Liaising with other police forces and outside agencies
- Completing all tasks in compliance with the relevant law, including but not exclusively, the Police and Criminal Evidence Act 1984; the Criminal Procedures Investigation Act 1996; the Human Rights Act 1998 and the Proceeds of Crime Act 2002.
- Conducting research in various systems and making relevant applications to support investigations (Such as RIPA, DPA etc.)
- Attending court to give evidence or provide support in line with the role you played in an investigation, e.g. Exhibits Officer, Disclosure Officer or as a witness.
- Keeping thorough and accurate records of all enquiries, actions and decisions.
- Making appropriate decisions, considering the threat, risk and harm to vulnerable people.
- Utilising the National Decision-Making Model to make decisions.
- Liaising with police forces where there is any risk identified to any vulnerable person and it is necessary to ensure their safeguarding.
- Completing any other enquiry identified as a part of the investigation as qualified and entitled in law to complete as this is not an exhaustive list of tasks.
- Working collaboratively with others and as a part of a team throughout operations; working effectively as a team, building and maintaining relationships in the department, with the wider regional crime unit, forces and other agencies.
- Observing operational security, including making sure all material is prepared effectively, kept securely and ensuring the security of investigations and all related correspondence and material in line with Government Security Marking requirements.
- Acting with professionalism and upholding the Code of Ethics for Police Officers.
- Post holder will be expected to undertake PPE training as and when required.
- 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.

Financial e.g. Limits/Mandates	Non-Financial e.g. Staff Responsibility
<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None

Psychological Assessment	To be confirmed
Return on Investment	To be confirmed



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Entry Requirements

Essential

- Experience in criminal investigations.
- Experience of completing the role of Disclosure Officer.
- Experience of completing the role of Exhibit Officer.
- Experience of conducting interview with witnesses/suspects and taking statements.
- Ability to work unsupervised and on own initiative.
- Full and valid driving licence.

Desirable

- The post holder is required to attain PIP2 status and any accredited police powers relevant to their specific role.
- Proven track record in serious and complex criminal investigations
- Tier 3 Advanced witnesses and suspect interview trained.
- Analytical ability to identify intelligence and evidential links between material from a variety of sensitive and non-sensitive sources
- Experience of managing data by means of researching, updating and inputting material into windows-based computer systems, such as ALTIA.

Any other General Requirements/Scope

- Progression through the linked grade SO1 / SO2 will not be automatic. In order to qualify for the SO2 grade the post holder will need to achieve PIP 2 accreditation, and any accreditation associated to their specific role e.g.FIO, FI, Fraud, CT or other required specialist training.
- The post holder will need to possess a full driving licence as this role requires travelling and working at various locations. Access to police vehicles is provided.
- If using a private vehicle then business insurance needs to be organised by the individual.
- The post holder may be required to work additional hours to support operational activity and achieve investigative aims. This will be upon the requirement of or with the authorisation of a manager.
- Vetting is required at MV and SC level, or as advised by the Vetting Unit.
- The post holder will be expected to undertake necessary training in accordance with the role as and when necessary and be responsible for their own continued professional development in order to stay abreast of developments in investigative techniques and legislation.
- The post holder will be expected to comply with health and safety requirements.

Obligatory Requirements

- Before commencement of this appointment, this role may be subject to a 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.