



DEPARTMENT: Information Services/GIS

POSITION: Law Enforcement Analyst

TYPE: Full-Time

SALARY: \$54,060 - 60,880

BENEFITS: Full Range of Benefits

CLOSING DATE: Open Until Filled



Department: Our mission is to provide efficient, centralized, and cost effective municipal information services to the Divisions and Departments of the City, in turn helping them to provide services to citizens. Furthermore, we intend to be good stewards of public resources in order to enhance the quality of life in the City of Salisbury. The Department of Information Services has three divisions: The Information Technology division, The Geographic Information Systems (GIS), and The Connectivity division.

Profile: The GIS Analyst (Crime) position will access, analyze and visualize information from the Salisbury Police Department database. The primary duty will be to conduct data analysis and visualization in order to create maps, charts, graphs, and reports in support of the Salisbury Police Department, and to ensure public transparency. This position will also utilize crime reports, regional law enforcement data sources, media publications and other non-law enforcement sources to incorporate them into meaningful analysis and reports. This position identifies crime patterns and statistical trends to identify areas where law enforcement resources are best utilized and to inform the public of crime patterns and trends. This position will ensure a consistent and pertinent information flow throughout all city departments, other government agencies, and to the public without compromising data sources and while maintaining privacy rules. This position acts as primary intelligence liaison between the Salisbury Police Department and regional law enforcement agencies. This position supports GIS mapping and performs other duties as required. This position has an established career ladder for performance and skill based salary growth.

Preferred Education: Bachelors of Science Degree in Geography (GIS Track), Computer Science, Mathematics, Criminal Justice. Sociology or other related field preferred.

Preferred Experience: Two years of experience or equivalent training, education.

Requirements/Certifications: Bachelor's Degree in Geography (GIS Track), Computer Science, Criminal Justice, Sociology, Mathematics, or other related field is preferred. Two years of performing analysis/analytics is preferred. Applicant must have proficient to advanced knowledge of the following software platforms: ArcGIS Pro/ArcMap and SQLServer. Applicant must be proficient to advanced in the SQL coding language and have experience with Python and R for automation and statistical analysis purposes. Additional coding language experience in CSS, HTML, Java Script, or other web based coding languages is preferred. Equivalent training, education and experience will be considered. Position requires drug screening and a valid driver's license.

How to Apply: Submit City application, cover letter, resume, and driving record (if applicable) online at www.salisbury.md/apply.

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform every job description task. We are most interested in finding the best candidate for the job, and that candidate may come from a less traditional background. The City may consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.



**City of Salisbury
Department of Information Services
GIS Analyst-Crime I-II**

Salary: \$54,060.00 – 60,880.00 per year-Full Benefits-Full Time (35 hrs. per week)

Situated between the Chesapeake Bay and Atlantic Ocean is the capital of the Eastern Shore, Salisbury, Maryland. With a population of approximately 34,000, Salisbury has become home to a very diverse community of people. Whether it is for the vibrant economic opportunity, quality public education, world-class healthcare, reinvigorated environmental stewardship, or globally known corporations' people are coming from all over to be a part of this ever-changing town. You may be interested in this posting.

Duties: The GIS Analyst-Crime position will access, analyze and visualize information from the Salisbury police department database. The primary duty will be to conduct data analysis and visualization in order to create maps, charts, graphs and reports in support of the Salisbury Police Department and to ensure public transparency. This position will also utilize crime reports, regional law enforcement data sources, media publications and other non-law enforcement sources to incorporate them into meaningful analysis and reports. This position identifies crime patterns and statistical trends to identify areas where law enforcement resources are best utilized and to inform the public of crime patterns and trends. This position will ensure a consistent and pertinent information flow throughout all city departments, other government agencies and to the public without compromising data sources and while maintaining privacy rules. This position acts as primary intelligence liaison between the Salisbury Police Department and regional law enforcement agencies. This position supports GIS mapping and performs other duties as required. This position has an established career ladder for performance and skill based salary growth.

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APPLY: Submit City application (<https://salisbury.md/apply>) and resume or cv to:

Human Resources Department
125 N. Division St.
Salisbury, MD 21801

City of Salisbury Classification Description

Classification Title: GIS Analyst-Crime I-II
Information Services Department
Date: 2022

Pay Grade: 11
FLSA Status: NE

General Statement of Job

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Specific Duties and Responsibilities

Essential Functions:

1. Undertaking data conversion, analyses and presentation using SQL, ArcPro or other appropriate computer language or software platform
2. Use of Python and R for automation and statistical analysis
3. Coordinating the acquisition of new data from partnering agencies and supervising the integration of this data into the organization's reports and web applications.
4. Perform analyses and create information products from the data for use in routine reports and bulletins as requested
5. Collaborate with the Salisbury Police Department to ensure informational and analytical needs are being met
6. Performs other duties as assigned

Required Education and Experience

1. Bachelors of Science Degree in Geography (GIS Track), Computer Science, Mathematics, Criminal Justice. Sociology or other related field preferred.
2. Two years of experience
3. Or equivalent training, education, and/or experience

Required Knowledge, Skills and Abilities

1. Working knowledge of City of Salisbury's policies and procedures
2. Act as a representative of City of Salisbury to the public
3. Strong written and verbal communication skills
4. Proficient with SQL and ESRI Software (ArcPro), knowledgeable with Python and R
5. Proficient with Microsoft Office Suite
6. Effectively and accurately make reasonable, unbiased and logical judgments
7. Effectively prioritize workload
8. Attention to detail
9. Effectively communicate with other staff members and maintain effective working relationships with other professionals

Certificates, Licenses, Registrations, Skills

1. Valid Driver's License

Physical Requirements:

1. The position requires stooping or bending occasional moderate lifting of equipment or other materials (up to 40 pounds) may be required.
2. Work environment involves everyday risks or discomforts which require normal safety precautions typical of such places as residential or commercial buildings, e.g., use of safe work place practices, observance of fire and building safety regulations, avoidance of trips and falls, and observance of traffic signals when driving.

The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.