



HAMILTON POLICE SERVICE

Career Opportunity:

CRIME ANALYST – Up to 12 Month Temporary Full-Time (TFT) Contract

Posting #	#2025-027	JJR#	#171
Job Title	Crime Analyst	Civilian/Sworn	Civilian
Status	Full-time, Temporary - (Up to 12 Months With the Possibility of Extension)	Department/Unit	Crime Information and Analysis Unit (CIAU)
Salary Grade	Schedule 10E	Hiring Rate	\$89,151 annually
Salary Range	\$89,151 to \$104,890 annually (as of January 1, 2024)		
Posting Date	March 14, 2025	Closing Date	March 28, 2025
Primary Job Location	Hamilton, Ontario (specific HPS location TBD)		
Hours of Work	Monday to Friday, from 0700 to 1500, some flexibility may be required to meet work demands.		

SUMMARY

About HPS

Hamilton Police Service is comprised of four divisions, plus a training facility, that provide frontline and investigative services to Hamilton's more than 620,063 residents.

Our vision to be a trusted partner in delivering public safety is what motivates our members each and every day. Hamilton Police Service is an innovative police service dedicated to working in partnership with our communities to make Hamilton a safe and healthy community in which to live and work. Established in 1833, Hamilton is one of the oldest policing services in the world.

Position Summary:

Under the direction of the Supervisor of Analysis, the Crime Analyst is critical to performing analysis to support investigative, tactical and proactive policing. The Crime Analyst role is responsible for supporting investigations through its life cycle. This includes producing critical

analysis that outlines potential suspects and their relevant behaviour patterns using phone and location-based data.

The Crime Analyst role is crucial to analyzing data and presenting information to various stakeholders such as Senior Command, investigators and attorneys. The Crime Analyst will also play a crucial role in monitoring and identifying crime patterns using statistical and geo-spatial techniques. The Crime Analyst will be proficient in a suite of industry accepted crime analysis tools leveraging the right tool to communicate key findings.

Duties include, but not limited to;

- Supports investigators throughout the life cycle of an investigation. Including on-call major case support, preparation of reports and presentations.
- Leverages various tools, techniques and technology to extract, transform and manipulate data for the purposes of analysis.
- Creates analytical products to support investigations, proactive policing and routine reporting. Examples of products include presentations, reports, maps and tools that summarize data from a variety of sources to demonstrate relationships between persons, places, timelines and specific events.
- Identifies crime patterns and suspect profiles in an effort to devise strategic solutions for reducing/eliminating recurring problems; provides analysis of past/present crime reports, as directed or required.
- Liaises with police personnel, crime analysts, other agencies and communities on a regular basis for information sharing and intelligence gathering. Methods include attendance of internal parades and participation in regional working groups and networks (i.e. OCAN, Criminal Intelligence Service of Ontario)
- Creates, prepares, and delivers material for court testimony. Manages and completes requests from crown attorneys.
- Supports the roll out of business intelligence products including designing, building, testing and adoption of dashboards and Investigative tools.
- Researches and reviews new analytical techniques and crime trends through professional reading, completion of training courses, and by attending seminars, workshops and conferences.
- Maintains analytical databases and information as it pertains to investigations and intelligence.
- Ensures compliance with Provincial Adequacy Standards as it relates to crime analysis.
- Provides education of analytical techniques and crime analyst functions to various stakeholders.
- Performs other duties, as assigned, which are related to the major responsibilities of the job.

Supervisory Responsibilities:

Not applicable.

Working Conditions:

Regular office environment in a secure area of the building. Significant time will be spent on the computer. Duties involve exposure to highly confidential and sensitive information which cannot be shared except in the course of judicial proceedings or pursuant to the order of a Command Officer or Supervisor.

Physical & Sensory Demands/Dexterity:

Assignments will involve activities such as reading, writing, keyboarding, talking, listening, sitting, walking and standing.

Education:

Minimum three (3) year University Degree in Criminal Justice, Computer Sciences, Public Administration, Urban Affairs, or a related field (i.e. with geographic information systems, geography, statistical analysis, and cartography coursework).

Experience:

Minimum four (4) years of practical experience in mapping and analysis, which includes researching, interpreting data, projecting trends, conducting statistical analysis and preparation and presentation of statistical narrative reports. Previous experience in a law enforcement/public safety (e.g. policing, military, customs, corrections etc.) environment would be considered an asset.

Certifications & Licenses:

Valid Class G Driver's License, or the equivalent, with no more than six (6) accumulated demerit points, permitting you to drive an automobile in Ontario with full driving privileges.

Skills & Competencies:

- Possess advanced expertise in GIS software (i.e. MapInfo, ArcGIS) and Microsoft Windows Office (i.e. MS Word, Excel and PowerPoint) is required.
- Demonstrated proficiency in relational data models and creating complex queries to transform data using SQL in other computer systems and software applications (e.g. SQL, Microsoft Access etc.) is required.
- Able to work with a wide variety of technology (e.g. MapInfo, ArcGIS, MS Word, Excel, PowerPoint, Power BI etc.); must possess skills in statistics, modeling and reporting software.
- A demonstrated high level of initiative and the ability to be self-directed in applying problem solving and critical thinking, including a strong attention to detail.
- Possess knowledge of criminological theory and practice.
- Possess strong verbal and written communication and be able to explain work procedures/systems to other staff.
- Must possess strong interpersonal skills, and the ability to work independently and in a team setting.
- Ability to maintain a high degree of discretion and confidentiality.

INTERESTED IN THE POSITION?

Submit your application (i.e. updated cover letter and resume) via email by indicating the posting number in the subject line to recruiting@hamiltonpolice.ca before 11:59 PM on **March 28, 2025**. Please be advised we do not currently use AI technology as part of our screening and selection process.

Interested persons applying must be a permanent resident of Canada/Citizenship, and be able to work within Canada.

In accordance with the Ontario Human Rights Code (OHRC) should you require an accommodation at any time during the recruitment and selection process we encourage you to notify the Human Resources @ recruiting@hamiltonpolice.ca

We thank everyone for their expressed interest and appreciate the time you've taken to submit your application. However, only those selected for employment testing and/or an interview will be contacted.

At Hamilton Police Service, we are committed to a fair and equitable recruitment and selection process. We strive to build, mentor, and retain a highly skilled workforce that reflects the diversity of the communities we serve. By fostering an inclusive and respectful workplace where every member feels valued and has a strong sense of belonging, we strengthen our ability to serve Hamilton with professionalism, empathy, and integrity.

We strongly encourage applications from individuals of diverse backgrounds, including 2SLGBTQIA communities, Indigenous peoples, persons with disabilities, racialized persons, multilingual candidates, and anyone passionate about public service. By joining the Hamilton Police Service, you will play a crucial role in making a meaningful difference in the lives of those who call Hamilton home.

Hamilton Police Service (HPS) is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee and Mississaugas. This land is covered by the Dish With One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation. HPS honours with gratitude this sacred land which, from time immemorial, has been and is home to many Indigenous people from across Turtle Island.