



**Cheshire
Constabulary**

Role Title: S6 eForensics Examiner

Serious Organised Crime

Major Crime: DMIU

Level 2: Team Leader

Job Family

Job Family Level

Professional Profile

Role Purpose

To provide evidence for investigation officers secured from computers and storage media in a manner acceptable to the courts and to assist with any digital elements to criminal investigations.

Role Accountabilities

- Support the eForensics department with digital forensic investigations, conduct examinations of computers, digital devices, digital media and networks to obtain evidential material to support criminal investigations.
- The role will include the various levels of examination / forensics acquisition and triage of computers, mobile phones, CCTV (Processing /Retrievals) and any other digital devices / media. (This will be as per individuals documented competencies)
- Research, Develop and Maintain a level of CPD in new legislation, updates of software / hardware and investigative tools along with digital trends to improve the quality of the evidence produced and improvements to procedures.
- Ensure that all exhibits produced, packaged, handling, stored and moved in accordance with our ISO 17025 accreditation outlined in the relevant standard operating procedures (SOP's) and recorded on Lima and Niche in line with force procedure. This is to include any other systems as required (Such as Holmes)
- Compile, record and submit reports, SFR's, statements, and evidential presentations for criminal proceedings, to a high standard and in a form that is readily understood by non-computer users.
- Ensure all eForensic systems are maintained with accurate and up to date records of your ongoing investigation up to conclusion, in line with the ISO 17025 accreditation and ACPO guidelines.
- Provide evidence in Court to present any relevant evidential findings during your role in the investigation.
- As required - Attend warrants and conduct searches to support investigation that require eForensics support, Identify devices likely to hold electronic evidence and adhere to the ACPO guidelines for the examination of electronic evidence.
- As required – advice, assist and support forensics investigators in all aspects of investigations to include Cyber and new developing technology's.
- As required – Provide assistance, training, presentations and support force wide in the use of KIOSK, Digital forensic / Cyber awareness advice and training.
- You will be required to Mentor, develop, assist and assess new members of staff to the department.
- Must be prepared to handle materials that may be offensive and distressing.

- Maybe be required to work outside of office hours at weekends or bank holidays
- This post is subject to an enhanced level of vetting which must be satisfied before appointment
- Confidentiality and trust must be maintained at all times.
- Consult and work cooperatively with officers and staff of various ranks and from various agencies in order to ensure compliance with policy and procedures.
- The post holder must be able to travel anywhere in the Force area
- Level of responsibility to ensure that all arrangements, activities, equipment, welfare and training are complied with as fully detailed in the Health and Safety Policy. This will include maintain all force issues equipment to a good standard and report any faults in line with ISO 17025.
- This role has been designated the powers of 'Investigating Officer' by the Chief Constable

In order to practice within the field of forensics, it is imperative that all staff work in compliance with ISO standards and relevant legislation in order to extend and maintain the forces accreditation schedule in accordance with the Forensic Science Regulator. Such work involves, but is not limited to, engagement with the QMS, maintenance of training and competence, involvement with proficiency tests, technical management, validation work, auditing, non-conformance investigations, completion of corrective and preventative tasks, updating the relevant documentation and involvement in UKAS assessment visits.

For the post holders level of responsibility ensure that all; arrangements, activities, equipment, supervision and staff health, welfare and training are complied with as fully detailed in the Health and Safety Policy.

It is the responsibility of all staff to promote equality, diversity and Human Rights in working practices including developing and maintaining positive working relationships, ensuring that colleagues are treated fairly, contributing to developing equality of opportunity in working practices and challenging inappropriate conduct. Staff should treat everyone with fairness and impartiality, whilst recognising differences in needs, perspectives, backgrounds and cultures.

Notwithstanding the details in this job description, the job holder may be required to undertake other duties up to a level consistent with the principal responsibilities of the job.

Experience, Qualifications & Skills

Prior Education and Experience

Essential

- Educated to Level 6 in Forensic Computing, Computer Science or equivalent relevant experience
- Some experience of digital devices and knowledge of how data is stored

Desirable

- Accredited EN Certified Examiner (ENCE) is not essential but would be desirable for any further progression.

Skills

Essential

- Be able to identify the working components of digital devices and awareness of their functionality and understanding of digital evidence.
- Understand the use of the current technological advances and digital forensics in relation to assisting in the investigation of criminal offence.
- High level ability to take a flexible approach to tasks and work on own initiative
- High level to manage diverse activities at the same time

- High level ability to problem solve and work independently

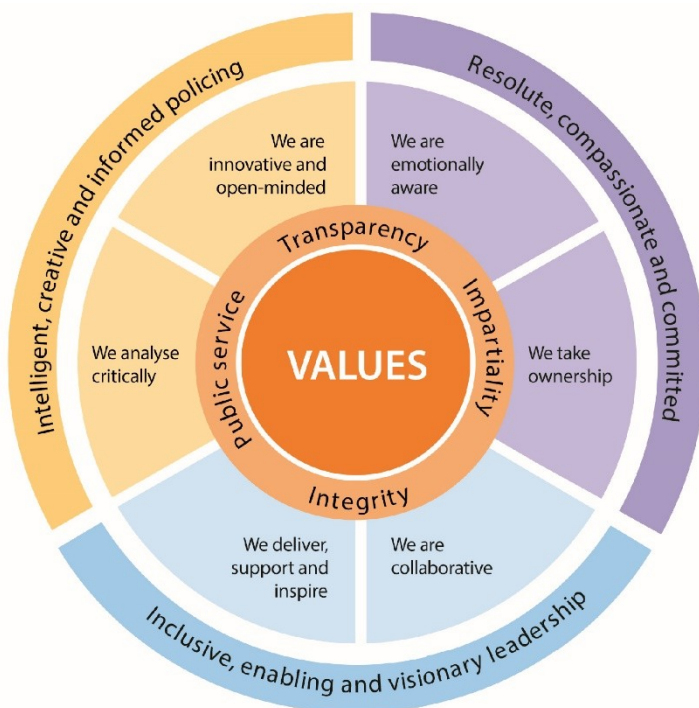
Continuous Professional Development & Mandatory Training Requirements

Mandatory Training		
--------------------	--	--

Department Capability Training Requirement. A proportion of Officers will complete and maintain the below skills to ensure functionality of the department or unit.		
--	--	--

Behaviours – Competency and Values Framework for Policing (CVF)

All roles are expected to know, understand and act within the ethic & values of the Police Service.



This role is expected to operate at the below level for each competency.

See the attached for full details of the behaviour expected.

CVF Information



Cluster	Competency	Level
Resolute, Compassionate & Committed	We are emotionally aware	2
	We take ownership	2
Inclusive, enabling & visionary leadership	We are collaborative	2
	We deliver, support and inspire	2
Intelligent, creative and informed policing	We analyse critically	2
	We are innovative and open-minded	2

Additional Role Requirements

Vetting Level	Enhanced
Warranted/Designated Power	Designated Powers
Allowances	N/A
Tenure Period	N/A
Politically Restricted Role (Police Staff Only)	N/A
IT Equipment / Software Required	Desktop
Apprenticeship Standard	N/A
Repeated exposure to content of a vulnerable or sensitive nature requiring an annual welfare check	N/A

