



Charlotte County Sheriff's Office

Integrity, Professionalism, Trust

Class Title: Intel/RTIC Supervisor

Class Code: 9929

Safety Sensitive Position: Yes

Essential: Yes

Job Summary: The purpose of this job is to plan, organize, review, and evaluate the day-to-day work of the analysts assigned to the Intelligence/RTIC Division.

Essential Job Functions:

Plans, organizes, reviews, and evaluates the day-to-day work of the civilian staff of the Intelligence/RTIC Division, including determining work priorities, assigning, reviewing, and evaluating staff activities and identifying/providing training needed to maximize Division effectiveness.

Develops, reviews and revises policies and procedures for the Intelligence/RTIC Division.

Note: "Essential tasks/functions may vary among positions in the class. The list of Essential Tasks/Functions is not intended to be a comprehensive list of all tasks/functions performed by all positions in this class."

Minimum Requirements:

Must have a bachelor's degree from an accredited college or university with emphasis in Criminal Justice, Statistical Analysis, or a closely related field. Four (4) years of professional experience in intelligence and/ or crime analysis, two (2) of which must include time as a Law Enforcement Analyst or equivalent. Must have successfully complete a minimum of 120 hours of crime analysis training like those conducted by Alpha Group, ANACAPA, IALEA, IACA, FDLE Analyst Academy, or other international sanctions, industry-specific certification.

Physical Effort Required:

The work of this class primarily involves sedentary work that involves walking or standing some of the time and involves exerting up to 10 pounds of force on a regular and recurring basis or sustained keyboard operations.

Working Conditions:

This class primarily works in an office setting.

EQUAL OPPORTUNITY EMPLOYMENT

The Charlotte County Sheriff's Office does not discriminate on the basis of race, color, national origin, sex (including pregnancy, gender identity, and sexual orientation), religion, Veterans Status, age (40 or older), disability, or genetic information in employment or the provision of services.

This job description does not constitute an employment agreement between the Charlotte County Sheriff's Office and the employee and is subject to change by the Charlotte County Sheriff's Office as the needs of the Charlotte County Sheriff's Office and requirements of the job change.

DRUG FREE / SMOKE FREE WORKPLACE / VETERANS PREFERENCE