



FORENSIC VIDEO ANALYST

COMPETITION: #24148-50072021

STATUS: Regular full-time
SECTION: Forensic Services, Forensic Video Unit
HOURS OF WORK: Tuesday to Friday, 7:00 a.m. to 4:00 p.m.
SALARY: Pay Grade 23 - \$40.34 to \$47.62 per hour
COMPETITION END DATE: Thursday, November 28, 2024

Responsible for supporting VPD members by extracting, processing, and analyzing multimedia evidence, utilizing specialized hardware and software technology, and by following current best practices and established methodology.

ESSENTIAL DUTIES

- Must be able to enter private homes, rooming houses, private businesses or other entities, to extract digital multimedia evidence;
- Assists with extracting digital multimedia evidence from recording systems, produce high quality still images, create high quality sub-clips, and detailed timelines, all in a forensically sound manner;
- Must be able to forensically analyze multimedia evidence from sources such as cloud storage and digital video recorders;
- May be required to be canvassed after-hours via cell phone for voluntary call-outs by the NCO in the event of a priority investigation, such as a homicide;
- Coordinates video extractions and liaises with investigators from patrol and other specialty units;
- Maintains confidentiality of police investigations, investigative techniques, and tradecraft;
- Safeguards police data with appropriate security such as passwords and encryption;
- Must be willing to testify in court in relation to work performed in the unit;
- Makes contemporaneous, legible, and detailed notes when handling evidence or making key decisions;
- Discloses notes, reports, and other documentation in a timely manner;
- Ability to give presentations to investigators, Crown, and others as directed by the NCO;
- Liaises with appropriate entities regarding procurement and maintenance of specific hardware and software solutions as directed by the NCO;
- Proactively identifies problems and communicates observations to the team and the NCO in a timely manner;
- Develops logical and appropriate solutions at the direction of the NCO;
- Participates in the annual mandatory high stress debrief program;
- Must be able to lift or move heavy apparatus (45 lbs) and equipment; and
- Completes other duties in a timely manner as directed by the NCO.

KNOWLEDGE, SKILLS, AND ABILITIES

Required:

- Maintains a positive attitude and contributes meaningfully to a supportive work environment;
- Must be able to prioritize multiple ongoing tasks while under pressure and with resource constraints;
- Ability to work efficiently with minimal supervision and meet deadlines as set out by investigators, Crown Counsel, and the NCO;
- Able to adapt to procedural changes, new technology, and legal updates;
- Proficient in the use of specialized software programs such as Amped FIVE, Axon Investigate, iNPUT-ACE, Final Cut Pro, and Adobe Premiere to forensically archive, review, analyze, edit, and manipulate data;



- Knowledge of the theory, practice and procedures related to the field of forensic video technology in order to prepare all documentation and video evidence necessary to criminal investigations and prosecutions;
- Ability to speak and write in a clear, concise, and logical manner;
- Ability to write technical and/or analytical reports and articulate technical and analytical information to investigators and the courts;
- Demonstrates a practical understanding of digital video recorders, computer hardware and software;
- Technical ability to assemble and disassemble digital video recorders and computers;
- Ability to maintain a high degree of technical competence using departmental databases, mapping, spreadsheet, and word processing software;
- Possesses superior scheduling and organizational skills;
- Constructively participates in meetings and training sessions;
- Must be able to meet deadlines;
- Ability to use time and resources productively to complete investigations or projects within diary dates and meet the required standard;
- Working knowledge of a large variety of proprietary software and operating systems commonly encountered in digital video recorders;
- Working knowledge and understanding of network topography and cloud storage;
- Must be able to work with minimal supervision and execute a high degree of independent judgment; and
- Ability to maintain positive working relationships in a team environment and when under stress.

Preferred:

- Sound knowledge of the rules, regulations, and policies which govern the activities in the Forensic Video Unit;
- Demonstrates a practical knowledge of the statutes, laws, and legal processes relating to video evidence

EXPERIENCE

Required:

- Recent experience in the field of multimedia video production and or editing within a police Department, or a combination of training or equivalent experience in digital multimedia imaging;
- Minimum one year working in a policing environment.

Preferred:

- Experience appearing in court and providing testimony; and
- Experience with digital video recorders, computer functions, personal computing hardware and peripherals, various operating systems, and proprietary software used in the video surveillance industry.

EDUCATION

Required:

- Completion of a diploma program in video technology or related field from an institute of technology or community college, or
- Recent employment in a career involving digital multimedia archiving, analysis, production, and / or post-production.



Preferred:

- Completion of LEVA Level 1
- Recognized specific technical and/or computer courses/certifications

OTHER REQUIREMENTS

- Valid Class 5 BC Driver's licence
- Forensic Video Analysts are required to attend courses to achieve and maintain their technician and analyst certification status; and
- All employees must maintain their enhanced security clearance while employed with the Vancouver Police Department, which will be renewed every five years or as required

SELECTION PROCESS

Candidates will be required to achieve 70% on a written test in order to move forward to the interview stage.

- The practical test will account for 60% of overall score
- The interview will account for 40% of overall score
- **Must be a Canadian Citizen or Permanent Resident;**
- **There is no opportunity for remote work. Employees are required to work on-site/ in office**

NOTE: This position falls under the jurisdiction of Teamsters Local 31.

We thank all applicants, however, only those short-listed will be contacted.

Applicants should submit a resume via email to vpd.civilian.jobs@vpd.ca by 4:30 p.m. on the closing date. The competition number must be indicated in the subject line in the email.