

Person Specification

Job Title	Digital Evidence, Open Source Intelligence (OSINT) and Social Media Intelligence (SOCMINT) Analyst
Grade	PO1
Service/Section	Data, Intelligence, and Information Hub, Public Protection and Consumer Standards
Directorate	Housing and Safer Communities

Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist.

Criteria	Essential/ Desirable
Knowledge	
Understanding of the main issues and objectives for community safety, crime prevention/reduction and victim recovery.	D
Already holds or willing to undertake Non-Police personnel level 2 vetting (NPPV2)	E
Basic knowledge of CCTV related legislation and codes of practice.	D
Knowledge of social media analytics tools and techniques to assess reach, sentiment, and potential threats or risks and intelligence gathering.	E
Awareness of ethical considerations, legal frameworks, and data protection requirements when collecting, storing, and sharing digital or online intelligence.	E
Skills and Abilities	
IT skills, including ability to use (or learn to use) a range of CCTV related software and other computer packages, including Microsoft Office.	D
Excellent written and oral communication skills with ability to report on and present trends/findings to colleagues including the thematic specialists in the Community Safety and Integrated Enforcement team.	E
Ability to evaluate and verify online information from open-source platforms to ensure accuracy and relevance for operational or strategic use.	E
Ability to link intelligence gathered from CCTV, open-source research, and partnership data to support coordinated enforcement and community safety initiatives.	E

Experience	
Experience operating CCTV for public safety, enforcement and/or security purposes, particularly in a control room environment.	D
Experience of community safety or other relevant work.	E
Experience in using mapping tools (e.g. GIS, Power BI, or similar) to plot locations, hotspots, and networks for crime prevention and enforcement purposes.	D
Experience in producing clear, concise, and visually engaging data dashboards, charts, or reports for a non-technical audience.	E
Experience in monitoring online community groups, forums, and public posts to identify relevant safety or enforcement issues, including emerging online threats.	D
Equal Opportunities & Values	
Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.	E
Understanding of and commitment to the Council's values and ability to put into practice in the context of this post.	E