

# WE ARE HIRING

**Crime Analyst**  
Starting Pay Rate: \$20.12/hr



## The City of Wentzville

The City of Wentzville is committed to being an employer of choice, offering prosperous and meaningful career opportunities, excellent benefits, and flexibility. Wentzville is one of the fastest-growing communities in the state. Come grow with us!

## Position Summary

The Crime Analyst performs strategic, tactical and administrative management analysis of criminal activity data to predict the time and place that criminal activity may occur through the robust use of proprietary and creative databases to identify criminals and suspects, identify immediate and high-level threats, support the efficient deployment of law enforcement resources, and administrative support.

This is a part-time position not to exceed an average of 29 hours per week.

### Job Requirements

- High school diploma or equivalent required.
- A minimum of one year of clerical experience is required.
- A valid driver's license is required.
- Bachelor's degree in Criminal Justice or related field desired.
- Background in data analysis or statistics desired.
- Must pass a comprehensive background investigation.

### Knowledge, Skills and Abilities

- Knowledge of the Sunshine Law.
- Knowledge of Uniform Crime Reporting.
- Knowledge of law enforcement, city government and the functions of various city departments.
- Knowledge of the principles of crime statistics research.
- Extensive working knowledge of Microsoft Excel or Google Sheets.
- Proficiency in the use of basic business software (word processing, spreadsheets, email, presentations) and basic office equipment.
- Ability to communicate effectively both verbally and in writing.



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job description

### How to Apply:

Apply online at [www.wentzvillemo.gov/careers](http://www.wentzvillemo.gov/careers) or scan the QR Code. The City of Wentzville is an Equal Opportunity Employer and participates in E-Verify.