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| **Police Staff** **Business Intelligence Analyst** **Corporate Development Department** **Role Definition:VR235 / 20620** |

**ROLE DEFINITION**

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| Dept / Area Command: | Corporate Development Department |  | Section: | Business Intelligence |
| Post Title: | Business Intelligence Analyst |  | Post Reference: | VR235 / 20620 |
| Post Grade: | Grade J |  | Location: | Forth Banks |
| Car User Status: |  |  | Telephone Allowance: |  |
| Shift Allowance: |  |  | Standby Allowance: |  |
| Weekend Enhancement: |  |  | Contractual Overtime: |  |
| Line Manager: | Business Development Manager | | | |
| Staff Responsibilities: | Not Applicable | | | |
| Purpose: | Provide strategic direction on business development and intelligence to inform organisational change and support decision-making in achieving force vision and values. | | | |

**Key Responsibilities:-**

**1. Support improvement activity through understanding of current and future demand and business intelligence. Use understanding and knowledge of statistical and other analytical approaches to deliver high quality outcomes that bring substantial business benefit.**

**2. Contribute to the evaluation of force business change initiatives through the analysis of information and research.**

**3. Use understanding of the advanced concepts – probability, statistical analysis, operational research, predictive modelling and mathematics and programming to help inform the strategic direction of the organisation.  
  
4. Extract, manipulate and interrogate data, using data analysis methods to obtain insight; building, validating and testing analytical models.   
  
5. Work closely with stakeholders at all levels across the organisation, and use critical thinking and problem solving skills to identify issues and propose analytical solutions that support effective data-led decision making.   
  
6. Communicate effectively with others, present results of analysis clearly and appropriately, and tailor communication appropriately based upon the audience.  
  
7. Support the professional development of other staff and officers in business analytics and analysis.  
  
8. Continuously horizon-scan, assess how the latest research, techniques and approaches could be implemented to achieve business benefit.  
  
9. Engage analytical community and academic bodies to support the development of business analytics and to support the force in research and analysis.**

**The postholder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.**