



# POSITION ANNOUNCEMENT

## *Intelligence Specialist*

ROCIC announces an opening for the position of Intelligence Specialist. ROCIC offers an excellent benefit package, including medical, vision and dental insurance, a 403(b) retirement program, and life and disability insurance. This is a non-exempt position.



Annual Salary: \$43,251 - ROCIC Salary Table GS 7,1

### QUALIFICATIONS:

Education - Baccalaureate from an accredited college or university with a major in Criminal Justice Administration, Criminology or research related discipline.

Experience - Excellent communication skills required. Experience in a law enforcement intelligence unit is preferred. Must possess proficient computer skills.

### DUTIES:

Receives inquiries and requests for information and assistance by telephone or e-mail from member agencies and other RISS projects; reviews, enters and updates submissions; researches the data system and disseminates requested information in accordance with 28 CFR and the established policies and procedures of ROCIC. This is inclusive of the main ROCIC database and any specialty databases operated by ROCIC.

Assists member agencies in establishing contacts with other member agencies concerning similar facts or cases and in obtaining information from other RISS projects in accordance with 28 CFR and the established policies and procedures of ROCIC.

Properly files and maintains confidential information contained in the database files and updates and purges information periodically to insure all ROCIC intelligence information is current and useful for law enforcement purposes.

Assists Analysts in trend and pattern research analysis. Travels as necessary.

Subject to law enforcement sensitive and potentially graphic or offensive material.

Responsible for assisting in the goals and objectives of the grant and any other duties or projects assigned by the Criminal Intelligence Unit Manager.

### **Candidate will be subject to:**

- Extensive Background Investigation
- Drug Testing

ROCIC is an organization composed of criminal justice agencies in the southern United States working together to combat multi-jurisdictional criminal activities.

**ROCIC is an equal opportunity employer**

**Interested candidates should submit a letter of intent and resume to [humanresources@rocic.riss.net](mailto:humanresources@rocic.riss.net) or mail directly to:**

**ROCIC  
Attn: Cristal Pierceall  
545 Marriott Drive, Ste 850  
Nashville, TN 37214**