

DIRECTOR OF CYBER-CRIME FORENSICS
(New York County District Attorney)

General Statement of Duties and Responsibilities

Under executive direction, with broad scope for the exercise of independent initiative, judgment, and decision-making, oversees, administers, implements, and manages the Manhattan County District Attorney's Office Cybercrime forensic capabilities. Performs related complex and sensitive, confidential work. Directs and supervises staff and units performing functions related to Office's Cybercrime forensic efforts and consults on cybercrime forensics office wide.

Examples of Typical Tasks

Responsible for implementing and managing the Manhattan County District Attorney's Office Cybercrime forensic capabilities.

Oversees assigned staff of forensic analysts and assists in the conduct of criminal investigations into cybercrime offenses.

Oversees staff conducting detailed forensic analysis and preservation of electronic evidence; oversees the comprehensive and accurate reporting of forensic examinations.

Gathers data and evidence for ongoing investigations and trials.

Acts in an advisory capacity to assigned Assistant District Attorneys and testifies in cases presented before grand juries and in court proceedings.

Consults with executive staff, including the District Attorney, regarding development, implementation and management of cyber-crime forensic efforts. Performs related confidential studies and/or research for the District Attorney and makes related policy recommendations, as appropriate.

NC-X, PART I
NEW YORK COUNTY
DISTRICT ATTORNEY OFFICE [901]

CODE NO. MXXXXX

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(New York County District Attorney) (continued)

Examples of Typical Tasks

Represents the District Attorney through attendance at hearings, Cybercrime work group meetings or other events and may present on Office programs on his behalf.

Qualification Requirements

A baccalaureate degree from an accredited college or university in Computer Science, Criminal Justice, or related field and at least ten years of full-time experience in law enforcement, including at least five (5) years of full-time experience in computer crime and two (2) years of administrative or managerial experience in Criminal Justice or a related field.

Direct Lines of Promotion

None. This class of positions is classified in the Non-Competitive Class