

DIRECTOR OF CYBERCRIME FORENSICS (KINGS DA)

General Statement of Duties and Responsibilities

This is a management class of positions

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

Examples of Typical Tasks

Responsible for implementing and managing the Kings County District Attorney's Office's 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 cybercrime forensic efforts. Performs related confidential studies and/or research for the District Attorney and makes related policy recommendations, as appropriate.

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

KINGS COUNTY DISTRICT ATTORNEY

DIRECTOR OF CYBERCRIME FORENSICS (KINGS DA) (continued)

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.