



CLASSIFICATION NO. 134  
Established: 10/20  
FLSA: Non-exempt  
EEO: 5

## **FORENSIC VIDEO ANALYST**

### **CLASS CHARACTERISTICS**

Under direction, to collect, examine, process, and analyze analog or digital video recordings, or digital images for the purpose of improving the visual appearance of specific features within the video recording or image, or the overall recording or image; and to do other work as required.

### **DISTINGUISHING CHARACTERISTICS**

The Sheriff's Office patrols County roads and rivers, investigates crimes, conducts searches and rescue operations, and operates the County jail. The Sheriff's jurisdiction includes the unincorporated areas of the County and within cities which contract for law enforcement services. The Department is organized into six divisions: Civil, Patrol, Investigations, Services, Corrections and Community Corrections.

The Forensic Video Analyst is a non-sworn classification responsible for assisting law enforcement personnel by collecting, processing, and routinely analyzing analog and/or digital video recordings and/or images to identify/compare suspects and objects (i.e. license plates, etc.), to aid investigators in understanding events from a recorded/documented incident, create timelines and compare elements in video and/or images. At the request of investigators, incumbents develop demonstrative videos and/or images for court purposes and testifies in court as an expert witness as required.

The Forensic Video Analyst differs from the Computer Forensics Analyst which analyzes and interprets computer-based evidence such as e-mail, accounting data, various database extracts, geolocation data, and other information stored on electronic devices.

### **TYPICAL TASKS**

Duties may include but are not limited to the following:

1. Completes in-depth detailed analysis of video to include scientific comparison of known items to video/still images of questioned items, comparative chart production and advanced forensic video analysis techniques.
2. Performs forensic image comparison; performs visual presentation of evidence; provides photographic/video comparison of objects or scenes.
3. Downloads and takes custody of video and audio evidence from digital video recorders, camera devices, network drives, and other media storage devices while maintaining proper chain of custody from secure crime scenes.

4. Researches video players and codecs to properly format downloaded video for easy viewing.
5. Captures, clarifies, and compares images from surveillance video; edits and filters images from video capturing devices; uses specialized forensic software to process video/images.
6. Prepares forensic finding reports, charts and timelines for criminal investigations.
7. Creates video sequences for investigators from various downloaded video and/or images; attends court to present forensic findings and provide expert witness testimony.
8. Conducts training for law enforcement personnel on the preservation and handling of surveillance video and electronically stored audio and images; provides information about changes in techniques, technology, and computer software applications.

### **REQUIRED KNOWLEDGE AND SKILLS**

Thorough knowledge of: Interpersonal and public relations principles and techniques; law enforcement procedures and policies; functions, responsibilities and policies of the Sheriff's Office; general office practices and procedures; basic English composition, spelling and grammar; recordkeeping and report writing techniques; LEDS and CLASSweb computerized data base systems; strong technical ability including aptitude to operate various digital and analog recording systems and analytical software, process(es) used to recover video and/or images; ability to recall previous circumstances and apply to current situations including ability to adapt previous experience to slightly different systems; strong problem solving and analytical ability.

Skill to: Maintain, prepare, enter and file records and reports; gather, record and compile facts and descriptive information; research, retrieve and organize data; communicate effectively, both orally and in writing; operate various office and computerized equipment; establish and maintain effective working relationships with law enforcement personnel, victims and witnesses, and the general public; troubleshoot various digital video records to download surveillance video; utilize specialized software and/or analytic tools in use by Sheriff's Office.

### **WORKING CONDITIONS**

Duties are performed indoors, involving sedentary activities, and outdoors, involving video recovery from recording systems in the field. The Forensic Video Analyst must understand that through the collection of video and/or images and through their examinations they will be exposed to viewing emotionally disturbing visual and audio both at crime scenes and through recordings.

### **MINIMUM QUALIFICATIONS**

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

**Experience:** A minimum of one (1) year of related experience that would provide the required knowledge and skills to perform the responsibilities of this position.

**Licenses/Certifications:** None required.

### **PRE-EMPLOYMENT REQUIREMENTS**

Must successfully pass an extensive background investigation including national fingerprint records check.

Must pass a pre-employment drug test.

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.

### **POST-EMPLOYMENT REQUIREMENTS**

Possession of within three (3) years of hire or promotion:

- Forensic Video Analyst Certification as recognized by the Law Enforcement and Emergency Services Video Association International, Inc. (LEVA), or equivalent training that meets Sheriff's Office minimum acceptable standards.