



The St. Thomas Police Service announces a Selection Process

Crime Analyst

Civilian Full Time Permanent Position – Vacancy

Position Title: Crime Analyst

Pay Range: \$73,204.74 (start) to \$88,706.90 (senior); 2024-28 Civilian Collective Agreement

Posting Date: January 6, 2026

Closing Date: February 6, 2026

Start Date: April 1, 2026

The St. Thomas Police Service is looking to fill a new Crime Analyst position:

The Crime Analyst is responsible to enhance public safety by forecasting future criminal activity. This role will inform the allocation of police resources through the analysis of crime, calls for service, and occurrences of public disorder.

The Crime Analyst supports police operations by finding creative solutions and answering complex data-driven problems with evidence-based solutions that are based on established research.

It is the practice of the St. Thomas Police Service to make use of analytical procedures applied to crime, call and public disorder information to assist operational personnel in the prevention and suppression of crime and the apprehension of criminal offenders, making the best use of available resources.

Direct Responsibilities

The Crime Analyst shall be responsible for the following:

1. Developing and providing tools to assist in the analysis of crime and incident information.
2. Maintaining a crime analysis database, including repairs, upgrades and backups.
3. Providing crime and call analysis for long range planning when requested.
4. Ensuring consistency in the types of reports generated.
5. Providing specialized and/or ad hoc analysis.
6. Coordinating requests for information from external agencies.
7. Recommending hardware and software tools for use in the crime, call and public disorder analysis process, where appropriate.
8. Staying current on emerging trends and new techniques for analysis.
9. Analyze large volumes of data including crime occurrences and call data to identify patterns in crime, events, locations, groups, and individuals.
10. Identify problems, areas, and people of concern to proactively reduce crime.
11. Examine patterns identified and develop and recommend solutions to investigators.
12. Produce tactical and strategic analytical reports and visual aids such as crime maps and charts.
13. Develop and deliver presentations to the Executive Leadership Team to provide information, conclusions, and recommendations.

14. Produce trend reports, project summary reports, street crime reports, prolific interaction and chronic mental health reports, and any other reports as may be required.
15. Collaborate with fellow analysts and investigators at external agencies to assist investigations.
16. Monitor and assess local events with potential public safety implications.
17. Collect computer-based evidence (e.g., social media content) and attend court to testify.
18. Present information related to the work of crime analysts to various audiences.
19. Serve as a subject matter expert for the organization on crime analysis.

The Crime Analyst shall also be responsible for Intelligence Analysis involving:

1. Collecting information relevant to the analysis function by reviewing occurrence reports daily.
2. Organizing and analyzing data.
3. Liaison with platoon supervisors, investigators and patrol officers.

The data elements collected by the Crime Analyst in analyzing crime and public disorder occurrences, shall be used as follows, but not be limited to:

1. identification of existing crime patterns or series,
2. identification of developing crime patterns or series,
3. forecasting future crime occurrences based on existing crime series,
4. analysis of occurrences by type,
5. analysis of occurrences by geographic area, including street address,
6. analysis of occurrences by day and time of day,
7. summaries of victims of reported crime,
8. summaries of targets of reported crime,
9. tracking and analysis of known criminal persons, offenders, arrested persons and suspects,
10. tracking and analysis of known suspect vehicles,
11. mapping calls for service locations by type where appropriate, and
12. developing indicators to visually assist in the interpretation of call for service information using hot spot calculation techniques, where appropriate.

Dissemination of Crime, Call and Public Disorder Analysis Information

The Crime Analyst shall disseminate crime analyst reports, including, but not limited to:

1. A monthly statistical report;
2. A weekly property crime report, including mapping and charting of high crime area;
3. An incident-based yearly report;
4. Maps identifying areas of concern;
5. Release from custody notices; and
6. Warrants to arrest

As required, the Crime Analyst will also convey information through:

1. Presentations during shift briefings, training days and meetings;
2. General service emails; and
3. Community alerts in conjunction with the Corporate Communications Coordinator.

The above duties are representative of the position and are not to be construed as all inclusive.

Eligibility Qualifications:

- Must be at least 18 years of age
- Grade 12 education or equivalent
- Canadian citizen or permanent resident
- Meet vision, hearing and medical standards
- Advanced computer skills
- Ability to work well under pressure
- Possess strong interpersonal, communication and organizational skills

Special consideration will be given to candidates who possess the following additional skills:

- Successful completion of post-secondary education in a related field.

Screening, Submission and Selection Process

The St. Thomas Police Service does not use artificial intelligence to screen, assess, or select applicants.

Consideration shall be given to merit, skill, ability, and present and past experience of the applicant, as well as operational needs of the organization, in reference to the requirements of the position. As such, not all eligible applicants may be selected for interview.

Successful candidates will be required to participate in a thorough background and reference investigation.

We thank all applicants for their interest and advise that only those selected for an interview will be contacted.

A cover letter and resume including your educational degree/diploma/certificate must be received by the St. Thomas Police Service by **Friday, February 6, 2026 by 12pm. Resumes must be submitted directly by email to careers@stps.on.ca.**

Any personal information submitted will be managed in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act and will be used only to determine eligibility for employment.

The St. Thomas Police Service is committed to a diverse and inclusive workplace reflective of the community we serve. Appropriate accommodations will be provided upon request throughout the hiring process as required under the Accessibility for Ontarians with Disabilities Act (AODA).