



JOB DESCRIPTION QUESTIONNAIRE (J.D.Q.)

DIRECTORATE: North West Regional Organised Crime Unit

AREA/DEPT: North West Regional Economic Crime Unit

SECTION: ECONOMIC CRIME

JOB TITLE: PROACTIVE ECONOMIC CRIME TEAM (PECT) DETECTIVE CONSTABLE

REPORTS TO: Proactive Economic Crime Team Detective Sergeant/Sergeant

CURRENT RANK/GRADE: DETECTIVE CONSTABLE

DATE: JUNE 2021

1. JOB PURPOSE:

Part of a dynamic team deploying overt & covert tactics, often responding to real-time intelligence, and using both criminal and civil legislation powers. A challenging role, requiring flexibility, determination and the highest levels of professionalism.

As part of the team use financial intelligence to identify subjects of interest and disruption opportunities. Support national intensifications i.e. romance fraud, investment fraud, payment and diversion fraud.

Responsible for investigation, arrest and prosecution of subjects of interest identified by the City of London Police (National Lead Police Force for Fraud) CoLP, that are committing fraud and linked money laundering.

Operating as a network resourced to undertake nationally coordinated operational activity including working with partners where appropriate.

2. PRINCIPAL ACCOUNTABILITIES:

- a. To identify and proactively investigate the fraud & financial vulnerabilities of an organised crime group or significant member(s) of such allocated via an intelligence assessment & appropriate tasking process.
- b. To identify, investigate, prosecute and disrupt individuals and criminal networks engaging in fraud and linked money laundering.
- c. You will utilise both criminal and civil powers, using a wide range of disruption techniques to confront serious and organised criminals and their trusted associates. Target cross-border nominal identified for disruption activity from nationally derived intelligence and reporting supplemented by local intelligence where appropriate.
- d. Maximise the use of POCA opportunities to detain and forfeit criminal proceeds and disrupt money laundering linked to fraud without the need for criminal investigation.
- e. Prepare, maintain and submit all types of evidential and case materials to a high standard, working with the CPS or other relevant agencies/organisation to progress the case. This includes disclosure material, attending court and presenting evidence.
- f. To liaise with and provide appropriate assistance to other departments within the ROCU, as well as individual police forces & local officers. Also to provide appropriate assistance and advice to partner agencies as directed by the PECT Detective Sergeant / Sergeant.
- g. Undertake all responsibilities relating to information management, data quality and information sharing, intelligence and information security to ensure accordance with the Authorised Professional Practice (APP) on Information Management, issued by the College of Policing, including the Home Office Code of Practice on the Management of Police Information (MoPI).
- h. To maintain a liaison with other regulatory bodies, financial institutions and any other agency who may be involved in aspects of fraud investigation.
- i. Using the National Intelligence Model, evaluate, analyse and disseminate intelligence at local, regional and national levels.

3a. KNOWLEDGE AND EXPERIENCE:

- a. To have sufficient and relevant knowledge of the criminal and civil legislation applicable to the fraud and financial business arena & to maintain such knowledge.
- b. Demonstrate experience of working in a proactive policing environment and have proven investigative experience.
- c. Ability to apply covert investigation techniques and methodology
- d. Evidence partnership working
- e. Ability to work under pressure to specific deadlines, where necessary exhibiting both adaptability and flexibility
- f. Demonstrate an ability to work on her/his own initiative whilst within a team environment
- g. Demonstrate a high level of confidentiality and integrity
- h. Must have strong interpersonal skills supported by a high standard of communication skills, both verbal and written, and a proven record of innovation and problem solving in an operational and investigative environment.
- i. Knowledge of the Fraud Act, Proceeds of Crime Act 2002 and the Criminal Finances Act 2017 and/or willingness to train for relevant/appropriate financial/fraud investigation qualifications.

3b. Desirable Criteria

- a. Have experience in Fraud Investigation
- b. Have experience of intelligence led policing
- c. Have experience of covert policing
- d. Have experience of OCG/SOC policing

4. RELATIONSHIPS:

a) Supervisory Responsibilities:

No supervisory responsibilities.

b) Supervision Received:

The post holder will report directly to the Proactive Economic Crime Team Detective Sergeant/Sergeant.

c) Other Contacts:**Within NW ROCU and NW Regional Forces:**

Have regular contact with all departments across the NW Regional Collaboration. Achieve a good understanding of NWROCU internal capabilities and the capabilities of partner agencies. The post holder will engage with representatives from the Regional Economic Crime Unit, other ROCU capabilities and regional forces.

Working in conjunction with wider ROCU capabilities including Undercover Online (UCOL), Dark Web Unit or Regional Organised Crime Teams in order to detect / disrupt fraud activity.

Outside NW ROCU and NW Regional Forces:

The post holder will engage with other police forces, ROCU's, law enforcement agencies (NCA, HMRC), Proactive Economic Crime Teams nationally as part of the pilot, CPS, and any other relevant agency required.

5. CONTEXT:**(a) Operating Environment:**

Required to work a basic core day shift Monday to Friday (0800-1600), however, there may be occasions where extended hours may be required. All deviations from core shift will be as per regulations.

(b) Framework and Boundaries:

The post holder will work within the framework of criminal law, force/regional policies, NPCC, and Home Office guidelines.

Work in accordance with RIPA; ECHR; standards set by rules of accreditation, Data Protection and CPIA.

6. DIMENSIONS:

Financial: *N/A* ***Staff:***

N/A ***Other:***

N/A

7. Job challenges

The nature of investigations undertaken by NWROCU can be very fluid and demanding, therefore a high degree of flexibility and resilience is required from staff.

The purpose of NWROCU is to investigate and dismantle the highest echelon of OCG operating within the NW Region. Consequently the likelihood of operating covertly in close proximity to serious and potentially violent criminals is high. Officers should be aware of this and be prepared to meet such challenges.

8. Additional information

Dependent on a training needs assessment, all successful candidates will be enrolled on the Fraud Foundation Investigators Programme (FFIP).

Officers may also have access to additional relevant financial investigatory courses and development such as Civil Recovery in Summary proceedings (CRiSP) and Financial Investigation Officer course) FIO

Applicants must attain and maintain SC and MV vetting levels before being seconded to a post within the NWROCU.

9. Organisational Structure

