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| Role Title | Financial Investigator (Advanced Level) | Reporting to | Senior Financial Investigator/Detective Sergeant |
| Section | Regional Asset Recovery Team | District/Department | Protective Services Crime (Regional) |
| Tenure | | Rank/Grade | SO2 |

Part A – JOB DESCRIPTION

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| Overall purpose of role | To support the work of the Yorkshire & Humber ROCU & North East ROCU in disrupting serious and complex organised criminality, primarily through the use of criminal and civil financial investigations to detect money laundering activity and recover the proceeds of crime. |
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| Key outputs for role – | |
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| <ol style="list-style-type: none">1. Lead by example and behave in line with the Police Code of Ethics ensuring that the force values and behavioural expectations are clearly understood and considered by managers, officers and staff in their decision making and actions; reinforcing and influencing them through all interactions and processes2. To work with specific responsibilities as defined by your line manager, to conduct proactive and reactive investigation work involving financial lines of enquiry.3. Scope, identify and lead on criminal and civil financial investigations, and asset recovery investigations, particularly the most complex money laundering, restraint, confiscation, cash seizure, listed assets, frozen funds investigations and civil recovery under Part V, POCA 2002.4. Utilise the full powers at your disposal as a fully accredited Financial Investigator. These include investigative Court orders that require Inspector's authority (production orders, account monitoring orders, search and seizure warrants, account freezing orders) and those that require Superintendent's authority (disclosure orders, customer information orders, restraint orders). Draft International Letters of Request on behalf of Senior Prosecutors for tracing overseas assets and transactions.5. Present accurate and comprehensive financial information, material and evidence under the relevant legislation for use in criminal and civil proceedings at Court. Provide witness statements and oral evidence at Court in support of proceedings. Work with the CPS to compile ILOR's & EIO to gather evidence and trace assets from overseas. Liaise with counsel and defence teams in support of court proceedings and mediated financial settlements of confiscation orders.6. Undertake the role of 'Officer in the Case', 'Investigator' and 'Disclosure Officer' for a variety of the most complex, sensitive and high profile investigations, ensuring compliance with CPIA. Work efficiently and effectively to manage investigations from instigation to the conclusion of court proceedings.7. Ensure the timely and effective enforcement of all confiscation orders obtained, working closely with partners from CPS and HMCTS. Instruct specialist valuers, court-appointed management and enforcement receivers and property management specialists. Provide support to partner agencies on managing the valuation and sale of confiscated assets.8. Plan and conduct searches of premises, where necessary applying for and executing search warrants seize property, interview suspects and witnesses in connection with criminal investigations and civil asset recovery investigations. Maintain a high quality service to victims of crime.9. Evaluate sensitive financial intelligence, ensuring that vulnerable victims are identified and safeguarded, and the intelligence is appropriately graded, disseminated and investigated.10. Assist SIO, forces and partners with support and advice on financial investigation strategies. Providing assistance and training where necessary to promote the use of POCA legislation.11. Provide training and support to newly appointed Financial Investigators/Financial Intelligence Officers & Police | |

Officers, ensuring that appropriate activities are undertaken along with assessing evidence based portfolios to achieve NCA Accreditation under parts 2 (Confiscation, Restraint), 5 (Civil – ‘Cash Seizure’, ‘Listed Assets’, ‘Frozen Funds’) and 8 (Investigations – Production Orders, Disclosure Orders, Account Monitoring Orders, Customer Information Orders) of the POCA 2002 (as amended).

Dimensions (Financial/Statistical/Mandates/Constraints/No. of direct reports)

- An exceptionally high degree of confidentiality and discretion is an essential feature of this post, as you will hold responsibility of high profile and sensitive cases that carry operational and force reputational risk.
- Working in a heavily legislative environment, maintain a high level of knowledge of current legislation (criminal & civil), case law, force policy and codes of practice.
- An exceptionally high degree of responsibility and accountability is required as you will be responsible for making decisions on the application of intrusive powers used to undertake criminal & civil investigations, ensuring you are proportionate, lawful, and accountable in your actions.
- High level of responsibility at all courts giving evidence, liaising directly with and being able to influence prosecuting counsel and the Courts, with the confidence of making decisions with limited input from supervision.
- High level of accountability with investigative orders requiring Superintendent’s authority.
- Working as part of a team to achieve financial objectives for the North East RART through removing multi-millions of pounds from organised crime groups that cause economic damage to the UK.
- Maintain professional accreditation as a financial investigator to ensure no loss of delegated powers by undertaking regular CPD activities and modules as directed by the National Crime Agency.
- Willing to travel and work across the 7 North East Police Forces, North East and Yorkshire & Humber Regional Organised Crime Units.
- Exceptionally high level of responsibility for decision making in respect of time-sensitive Defence Against Money Laundering (DAMLs) with the Regulated Sector and the National Crime Agency including undertaking risk assessments in respect of all relevant parties

Work/Business contacts

Internal: All employees and officers from the 7 North East region Police Forces

External: Crown Prosecution Service and Counsel. Police Forces. External prosecutorial bodies (including but not limited to DEFRA, Environment Agency, NHS Counter Fraud, Post Office Fraud, Local Authorities, National and Regional Trading Standards, RSPCA, Immigration Service, Home Office, Securities Industry, Food Standards Agency, Gangmasters Licencing Authority), Financial institutions, HM Land Registry and various other professional bodies. Partner agencies and Law Enforcement Agencies around the UK and overseas (NCA, DWP, HMRC, HMCTS, Prison Service, Trading Standards, Gambling Commission)

Expertise in Role Required (At selection - Level 1)

Essential or Desirable

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| • Excellent standard of numeracy and literacy skills | Essential |
| • Has knowledge of and ability to operate computerised databases and spreadsheets. | Essential |
| • Can demonstrate ability to compile reports | Essential |
| • Can demonstrate ability to thoroughly investigate (criminal or civil or financial) | Essential |
| • Proven experience in financial investigation (criminal or civil or financial) | Essential |
| • Has basic knowledge of accountancy procedures | Essential |
| • Has knowledge of relevant criminal law in respect of criminal and financial investigations | Essential |
| • Attended and passed NCA courses (FIO, FI, Confiscation, CRISP) | Essential |
| • Is a fully accredited Financial Investigator | Essential |
| • Ability to work unsupervised | Essential |
| • Proven ability to conduct complex financial investigations | Essential |
| • Fully conversant with the relevant criminal law and civil law in respect of financial investigations | Essential |
| • Successfully completed Peace and / or Tier 2 Interview Course | Desirable |

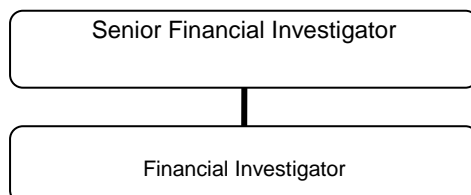
Other (Physical, mobility, local conditions)

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| • Willingness to work unsocial hours on occasions and at short notice as required. | Essential |
| • Willing to maintain NCA accreditation and seek Continual Professional Development | Essential |
| • Prepared to work at other locations in the North East region. | Essential |
| • Ability and willingness to travel in the UK and abroad for business purposes. | Essential |
| • Full current UK/European driving Licence | Essential |

Expertise in Role - After initial development - Level 2

- Has successfully attended an NCA Tutor Course
- Has successfully performed the role of tutor to colleagues at FIO / FI / Confiscator level

Structure



PART B – COMPETENCIES & VALUES

Competency and Values Framework –

http://www.college.police.uk/What-we-do/Development/competency-and-values-framework/Documents/Competency-and-Values-Framework-for-Policing_4.11.16.pdf

Level 1 –Practitioner

PART C - DEVELOPMENT OF ROLE

Expertise in Role (Advanced - Level 3)

- Is a recognised expert in the field of financial investigation
- Ability to deputise for the Senior Financial Investigator or Financial Investigation Manager as required.
- Ability to provide training inputs both internally and externally on nationally recognised courses – Senior Investigating Officer, Drugs Expert Witness, ICIDP, Skills for Justice.

PART D - ACCESS & VETTING

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| Standard IT Access | Default |
| Police Building (Perimeter and Zone access) | Perimeter Access to Police Buildings where based |
| Vetting Level | Management and SC vetted |
| Date accepted as a role profile | 8/1/19 |