

Extraordinary Qualifications - Civil Service Form

Requester Information

Name: JosiahMorgan Date: 6/12/2017
Email: jdmorgan@nola.gov
Phone Number: 504-658-5404
Department: NOPD

Employee Details

Employee Name: Sara Johnson
Department: 270 - Police
Appointing Authority: Courtney Bagneris
John Thomas
Stephanie Landry
Derek Frick
Eric J Melancon
Josiah Morgan
John Salomone
Is this a promotion or a new hire?: ☒ New Hire (Hired Above Minimum) ☐ Promotion (Qualified Above Minimum)
Proposed Classification: CRIME ANALYST III

Job Posting and Appointment

Type of Appointment: Probationary
Date of Appointment (if known): 6/9/2017
Duration of Job Posting: Continuous
Method(s) of Advertising?: Civil Service Website/Neogov
Detailed Position Description: Under general direction of the Assistant Superintendent of Police, and the Director of Analytics, this position serves as a senior Crime Analyst for NOPD. The Analyst conducts professional, specialized, and advanced administrative and technical work utilizing a variety of research methods and techniques to identify and analyze raw information for the purpose of substantiating criminal patterns and/or trends and predictive analysis. Work includes correlating, integrating, and evaluating varying types of information from investigative activities for the purpose of generating investigative leads, and prepares reports to document investigative activities and summarize findings. The position will also support the development and management of internal management data products as well as ad-hoc data analysis and related work as directed. Incumbents will disseminate and communicate these findings to NOPD Command-Staff as well as supervisors and officers; and related work as required.

Qualifications

How many applicants were on the eligible list? How many possessed this qualification (described below)?:

5 were on the eligible list. 3 possessed a Ph.D. level of education and more than 4 years of relevant experience. Two of these three applicants were given consideration for the position, but did not pass the background investigation.

Describe:	Minimum Qualification - from Job Announcement	Employee Qualification that Exceeds the Minimum	Details
	A Master's Degree from an accredited college or university in a field requiring quantitative and/or qualitative research including science, social science, economics, public administration, information technology, or other research-oriented disciplines Four (4) years of professional experience conducting research and/or evaluations including quantitative and/or qualitative data collection and analysis; producing written reports that include conclusions drawn from the analyses and/or evidence compiled	A Doctorate Degree from an accredited college or university in a field requiring quantitative and/or qualitative research including science, social science, economics, public administration, information technology, or other research-oriented disciplines Seven (7) years of professional experience conducting research and/or evaluations including quantitative and/or qualitative data collection and analysis; producing written reports that include conclusions drawn from the analyses and/or evidence compiled	Ms. Johnson received her PhD from Duquesne University in Pittsburgh, PA in 2012 Work performed in the Forensic Evidence Lab Adjunct Facility at Duquesne University demonstrates specific, relevant work experience related to analysis. 3. Description of how similar qualifications are not readily available in the labor

Describe how similar qualifications are not readily available in the labor market at the minimum rate:

Among the applicants for the Crime Analysis III position, only a small number had the requisite level of experience to make the register, and fewer had the Ph.D. level experience or work experience in a related field. Experienced business analyst or quantitative analysts in the current market with similar educational qualifications have annual salaries that range between \$80,000 - \$100,000 based on data collected by glassdoor.com.

How are the duties of the position relevant to the advanced qualification?:

The position requires extensive experience conducting quantitative and/or qualitative data collection and analysis, and producing written reports that include conclusions drawn from data analysis. All of these duties have been performed by Ms. Johnson in the past.

Are there other departmental employees in this classification with the same or equivalent qualifications: ☐ Yes ☒ No

Additional Documentation

Attachment 1:

Attachment 2:

Attachment 3:

Proposed Pay Rate

Rate Granted in Steps (maximum of 21): 12

Rate Granted as a Percentage (must be divisible by 1.25): 12.5

How will hiring this person at the rate specified be a financial advantage to the City? (Please provide an objective financial analysis):

Given her years of research experience that is directly applicable to forensic lab analysis, and her higher educational qualifications, Ms. Johnson will be expected to perform at a higher level of work efficiency, resulting in less time required for training, more efficient results, and more effective conclusions. Given that Ms. Johnson already possesses a Ph.D. level of education, NOPD will not have to provide as much training for her to ensure that her work will be defensible and conclusive before it is submitted to our field operations bureau and investigations and support bureau for use in analyzing crime trends. This will save additional manpower beyond that which would have been expected from an analyst with only a Master's degree and the minimum level of work experience. It is estimated that her entry into the department will mitigate the use of at least 250 hours of officer overtime per year related to pursuing failed or unproductive leads. That represents a total estimated cost of \$13,550.50 in salary and fringe costs per year. It would be a financial advantage for the City to hire the applicant at 10 steps above the minimum, because it would result in a net savings of \$2,209.28 to the City.

Appointing Authority Approval

Name: Josiah Morgan

Date: 6/12/2017

Approval: ☒ Approved ☐ Denied

Comment:

Class & Pay Approval

Name: Teyoko Poche

Date: 6/16/2017

Approval: ☒ Approved ☐ Denied ☐ Cancel

Comment: Hired 12.5% above the minimum

