



## **SUFFOLK COUNTY DISTRICT ATTORNEY'S OFFICE DISTRICT ATTORNEY KEVIN R. HAYDEN**

**JOB TITLE:** Senior Forensic Audio/Video Analyst

**DATE:** October 2023

**REPORTS TO:** Chief of Forensic Multimedia Unit

**FLSA STATUS:** Full time; Exempt

**COMPENSATION:** \$80,000 to \$90,000 in annual salary; commensurate with experience

### **POSITION PROFILE:**

The Office of Suffolk County District Attorney Kevin Hayden is seeking a Forensic Audio/Video Analyst with a strong commitment to teamwork and public service to join our team. This is a full-time professional-level position which performs video and audio evidence analysis. The analyst prepares forensic composites for Assistant District Attorney's preparing for criminal trials and is required to testify on work performed.

*Per SCDAO's vaccine mandate, as a condition of employment, successful applicants will be required to have received COVID-19 vaccination or an approved exemption as of their start date. Details on demonstrating compliance with this requirement will be provided to applicants selected for employment.*

### **ESSENTIAL FUNCTIONS:**

- Examines and analyzes visual/audio evidence that is recovered by police departments within the jurisdiction for the purpose of developing, enhancing, and clarifying evidence
- Maintains the integrity of recovered videos and equipment
- Performs comparative analysis of objects and people of the purpose of identification
- Reviews digital multimedia evidence and forms conclusions and opinions for court testimony
- Testifies in court on criminal cases in which they have completed Video/Audio analyses as a subject matter expert and educates the Trier of Facts

### **OTHER DUTIES:**

- Occasional work on nights and/or weekends depending on timing of requests and deadlines
- Attend required training and other trainings relevant to Office functions
- Attend required supervision and staff meetings regularly
- Become familiar with and follow the provisions of the Office Personnel Policies
- Become familiar and model conformance with the Massachusetts Rules of

Professional Conduct

- Exercise respectful and professional behavior and communication with the public, judicial and law enforcement personnel, and office staff
- Complete work assignments in a timely, accurate and efficient manner
- Other related duties as assigned

**EDUCATION AND EXPERIENCE:**

**Required:**

- **Certified Forensic Video Analyst (CFVA) or Certified Forensic Technician (CFVT)** through LEVA or comparable organization.
- Minimum 3 years of experience
- Demonstrated previous working experience with audio/video/image processing and editing software (e.g., Adobe Premiere, Axon Investigate, Adobe Audition, Adobe Photoshop, etc.)
- Knowledge of various proprietary and/or specialized software and surveillance systems

**Preferred:**

- Bachelor's degree in Criminology, Law Enforcement, or related fields and/or
- Degree with specialty in video, audio, digital imaging

**PHYSICAL DEMANDS:**

- Ability to lift boxes weighing 10-20 pounds
- Ability to sit and stand for extended periods of time

**TRAVEL:**

Frequent travel to the Supreme Judicial Court, Appeals Court, and Superior Court, as well as occasional travel to other trial courts within Suffolk County and the Commonwealth may be required. Travel to community partners may also be required.

**EEO STATEMENT:**

The Suffolk County District Attorney's Office is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law