New York State Department of Civil Service
Division of Classification & Compensation

Classification Standard

Occ. Code 9212510

Multimedia Forensic Analyst 1, Grade 18 9212510
Multimedia Forensic Analyst 2, Grade 23 9212610

Brief Description of Class Series

Positions in this title series examine and analyze analog and digital video, audio, and image evidence using scientific forensic equipment. Incumbents produce expert testimony based on analysis, serve as expert witnesses on digital multimedia evidence technology as it relates to law enforcement, and perform video documentation of criminal and civil events throughout the State.

These positions are classified only at the Division of State Police.

Distinguishing Characteristics

Multimedia Forensic Analyst 1: full performance level; performs examinations and analysis of multimedia utilizing standard established procedures.

Multimedia Forensic Analyst 2: supervisory level; analyzes the most technically difficult cases; oversees quality assurance processes.

Illustrative Duties

Multimedia Forensic Analyst 1

Examines forensic analog and digital multimedia evidence in a multimedia lab environment.

Performs video documentation of criminal and civil events throughout the State.

Completes on-scene analog and digital multimedia extractions.

Performs complex analytical testing in the context of 3D photogrammetry/reverse projection examinations.

Produces forensically sound multimedia court exhibits used in conjunction with multimedia testimony in criminal and civil court trials.

Reviews examinations and analyses completed by other staff to ensure that quality assurance standards are met, and ensures appropriate forensic steps have been followed.

Works as part of a team providing support on investigations.

Provides technical assistance to federal, State, and local law enforcement personnel during the acquisition of multimedia analog and digital evidence from crime scenes.

Provides expert court testimony regarding the validity of examinations performed, and processes used when examining evidence.

Attends conferences, seminars, and trainings on new technologies and techniques in the forensic and multimedia fields. Reviews current best practices and attends seminars, courses, or professional meetings to stay abreast of developments within the field.

Multimedia Forensic Analyst 2

May perform all the duties of a Multimedia Forensic Analyst 1.

Performs forensic analog and digital multimedia evidence analysis on the most difficult cases.

Plans and performs internal audits of unit casework.

Ensures all case control documents are routinely updated.

Reviews analyses completed by other Multimedia Forensic Analysts according to peer review guidelines.

Supervises and trains Multimedia Forensic Analysts 1.

Recommends changes in operating procedures, equipment, and personnel.

Performs case review and implements corrective action plans. Performs other quality assurance activities as required.

Coordinates and conducts training regarding Discovery, safety, and proficiency testing.

Assists in implementing hardware and software tools, and trains staff on use.

Functions as a liaison with the Forensic Investigation Center and ensures proper remote operation of the Laboratory Information Management System.

Minimum Qualifications

Multimedia Forensic Analyst 1

Non-Competitive: bachelor's degree in public communications, multimedia technology, computer science, graphic design, animation, or related technology field, and completion of a two-year traineeship; or six years of experience in a video, audio, imaging, computer, graphics, or animation field, and completion of the Law Enforcement and Emergency Services Video Association (LEVA) Levels 1 and 2.

Multimedia Forensic Analyst 2

Non-Competitive: one year of service as a Multimedia Forensic Analyst 1, Grade 18, and completion LEVA Levels 1, 2, 3, and 3D photogrammetry/reviewer projection training curriculums; or a bachelor's degree in public communications, multimedia technology, computer science, graphic design, animation, or related technology field, and three years of experience in a video, audio, imaging, computer graphics, or animation field and completion of LEVA Levels 1, 2, 3, and 3D photogrammetry/reverse projection training curriculums.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

12/2024

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