

**DEPUTY DIRECTOR OF CYBER-CRIME FORENSICS**  
(New York County District Attorney)

**General Statement of Duties and Responsibilities**

This is a management class of positions.

Under executive direction, with broad scope for the exercise of independent judgement, and decision-making and reporting directly to the Director of Cybercrime Forensics, oversees administers, implements, and manages the New York County District Attorney's Office Cyber-Crime forensic capabilities. Performs related complex and sensitive, confidential work. Directs and supervises staff and units performing functions related to the Office's Cyber-Crime forensic efforts and consults on cyber-crime forensics office-wide.

**Examples of Typical Tasks**

Assists with implementing and managing the New York County District Attorney's Office Cyber-Crime forensic capabilities.

Supervises assigned staff of forensic analysts and assists in the conduct of criminal investigations into cyber-crime offenses.

Supervises staff conducting detailed forensic analysis and preservation of electronic evidence; oversees the comprehensive and accurate reporting of forensic examinations.

Gathers data and evidence for ongoing investigations and trials.

Acts in an advisory capacity to assigned Assistant District Attorneys and testifies in cases presented before grand juries and in court proceedings.

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**Examples of Typical Tasks**

Consults with executive staff, including the District Attorney, regarding development, implementation and management of cyber-crime forensic efforts. Performs related confidential studies and/or research for the District Attorney and makes related policy recommendations, as appropriate.

Represents the District Attorney through attendance at hearings, Cyber-Crime work group meetings or other events and may present on Office programs on his behalf.

**Qualification Requirements**

A baccalaureate degree from an accredited college or university in Computer Science, Criminal Justice or related field and at least ten years of full-time experience in law enforcement, including at least five (5) years of full time experience in computer crime and two (2) years of administrative or managerial experience in Criminal Justice or a related field.

**Direct Lines of Promotion**

**None.** This class of positions is classified in the Non-Competitive Class