 

If you are interested in a challenging internship that will provide an opportunity to experience working with the Scottsdale Police Department, gaining valuable real-world experiences, we encourage you to apply. An internship with the Scottsdale Police Department will prepare you for a rewarding career in Law Enforcement. The Scottsdale Police Department is currently looking for interns to assist in the Crime Analysis Unit. Duties of the internship include, but are not limited to:

➢ Assist with investigations, including suspect identification, cell phone analysis, product creation, and mapping

➢ Research and determine crime patterns and trends

➢ Data entry

➢ Query data for internal and external requests

➢ Quality control checks

**Please note this is NOT an internship with the Crime Lab or the Crime Scene Investigations Unit.**

**MINIMUM QUALIFICATIONS**

Qualified applicants are at least 18 years old, who have the legal right to work in the United States. Preferably enrolled in an associate, bachelor, or master’s degree program. Exceptional analytical and communication skills are essential to fulfil the duties of this internship.

**PURPOSE**

Interns will have the opportunity to:

➢ Apply knowledge and skills acquired in classes in the work force

➢ Experience different aspects of working within a police department

➢ Network within the Scottsdale Police Department

➢ Network with other police agencies throughout the Phoenix area

➢ Participate in trainings and meetings provided by the Arizona Association of Crime Analysts and the International Association of Crime Analysts

➢ Enhance resume or graduate school applications

➢ Increase computer skills by utilizing the following programs:

o Microsoft Office Suite (Word, Excel, PowerPoint, Access, and Outlook)

o LexisNexis software (Accurint Crime Analysis Workstation, Accurint Virtual Crime Center)

o I/Leads Records Management System

o Social Media Platforms (Facebook, Instagram, Twitter, etc.)

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**EXPOSURE**

An exposure program is incorporated into the internship allowing interns the opportunity to:

➢ Go on a ride-a-long with a patrol officer

➢ Meet with detectives from various investigative units

➢ Go on a ride-a-long with a crime scene specialist (CSS)

➢ Meet with Police Crisis Intervention Services (PCIS)

➢ Observe Dispatch/911 Operators

**EXPECTATIONS**

Interns work a minimum of 8 hours per week, based upon individual school credit requirements. Specifics regarding internship credits need to be worked out with the advisor for your college. Please note that this internship is a **non-paid** position**.** Internship hours must be completed in a minimum of 4-hour time increments between 7:00 am – 5:00 pm, Monday – Friday.

The Crime Analysis Unit is located at the Scottsdale Police Department, District III location at 9065 E Via Linda, Scottsdale, AZ 85258.

**DISQUALIFIERS**

Due to the sensitivity of information at the police department, interns will be required to pass a background investigation and polygraph examination. For automatic disqualifiers please go to https://www.scottsdaleaz.gov/police/join-scottsdale-pd**.**

**For more information please e-mail CAU@ScottsdaleAZ.gov.**

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