



DEPARTMENT NOTICE

24-118

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Position Opening: Internet Crimes Against Children (ICAC) Sergeant

The Investigations Bureau is accepting applications for the position of Investigator for the Internet Crimes Against Children unit.

This Department Notice and interview process will be used to fill any ICAC openings in the next 12 months.

Duties include but are not limited to:

- Investigate Internet/media device based sexual crimes against children, which includes:
 - The production, distribution, and/or possession of child pornography
 - The sending of harmful material to minors
 - The arranging to meet a minor for lewd or lascivious purpose by electronic communication
 - Online sexual enticement of a minor
 - Cyberbullying of a minor
- Undercover & Tactical operations.
- Provide technical support to other units within the Special Victims Unit and within the Silicon Valley Internet Crimes Against Children Task Force.
- Education, training, and distribution of information.
- Maintain liaisons with technology related businesses. (i.e.: Facebook, Google, Dropbox)
- Attend training, seminars, and conferences for Cyber based sexual crimes against children.

Work Schedule:

The ICAC Sergeant/Inspector will work:

- Day shift: (10-hour days), Monday to Thursday or Tuesday to Friday

Note: The Sergeant/Inspector must be willing to work some weekends, overtime, and extended hours depending on the needs of the Department.

Minimum Qualifications:

*Minimum qualifications must be met by the application deadline, unless otherwise stated.

- Hold the rank of Sergeant, Assistant Inspector, or Inspector.
- Must have completed probation as a Sergeant, Assistant Inspector, or Inspector with SFPD.
- Completed or enrolled in the POST Institute of Criminal Investigation (ICI) Basic Investigations Course.
- Must be able to pass a security clearance background check to meet minimum standards to becoming Title 19 cross designated Customs Task Force Officer with the Department of Homeland Security.

Additional desirable qualifications include but are not limited to:

- Experience in an investigative and/or plainclothes unit.
- Experience in authoring/serving search warrants for residences and media devices. (Cellphones, computers, flash drives, etc.)
- Basic knowledge of the codes and investigative techniques involved in the investigation of computer related crimes.
- Ability to investigate/coordinate multi-faceted investigations.
- Ability to work effectively in an investigative team, give/accept direction to/from peers
- Bilingual fluency in Cantonese, Mandarin, or Spanish to assist the Department in communicating with news outlets that serve monolingual audiences and build the Department's relationships with non-English-speaking news organizations
- Proficiency in using office technology (email, smartphone, Microsoft Office, etc.)
- Ability to work independently and exercise sound judgment
- Strong work ethic
- Excellent written and oral communication skills

Selection Procedures:

Step 1: Deadline

- **The application deadline will be Thursday, August 8th, 2024.**

Step 2: How to apply

- Email Application (blank application attached): to [REDACTED]
- Subject: ICAC

Once your application is received, you will receive a confirmation email within 5 business days.

Note:

- Resumes are optional and may include work experience, education, POST course work, awards, special skills and references.
- Applicants who previously applied for positions within this unit, and who were not selected shall re-apply if still interested in the positions.

Step 3: Selection Process

- The selection process will consist of:
 1. A review of submitted applications and resumes (if included) to ensure all applicants meet the minimum requirements.
 2. Candidates who meet the minimum qualifications will be invited to participate in an oral interview.

Please email [REDACTED] with any questions.

Applicant for this assignment must be able to perform the essential job functions of a sworn member with or without reasonable accommodation. Members should contact the Department's Americans with Disabilities Act Coordinator, [REDACTED] with any questions regarding the essential job functions of a sworn member as they relate to reasonable accommodations.


WILLIAM SCOTT
Chief of Police

Per DN 23-152, all sworn & non-sworn Members shall electronically acknowledge this Department document in PowerDMS within (30) thirty calendar days of issuance. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be sent to sfpd.writtendirectives@sfgov.org, who will provide additional information about the directive.