

1. 90 X AA National Border Targeting Centre (NBTC). Match Analyst for Manchester

Airport

Grade: AA and equivalents

Directorate: UK Border Agency

Unit/Location: Match Analyst iV NBTC - North West

Closing Date: 22 June 2009

Application: Please send your application forms with completed Sickness Monitoring Form, along with two copies of your last two Performance Development Reviews to: Michael Hastie e-Borders Status 4, Nobel Drive, Harlington, Middlesex UB3 5EY

Further Information : Please Contact Michael Hastie on 020 8745 0683 The NBTC will operate a 24/7/365 day operational department. Match Analysts are required to work a range of shifts, including early starts, late finishes and night duties, as well as some weekends and public holidays. These posts currently attract a shift and disturbance allowance. NBTC will implement a 24 hour shift working pattern this is a requirement for the post holder.

Interviews will begin: TBC

Minimum period of posting: 2 Years

Eligibility: AAs and equivalent grades are eligible to apply on level transfer. All applicants must have successfully completed their probation before the closing date for applications. SC clearance required. Applicants who joined the Civil Service after 31 May 1996 must be UK Nationals and should also have been resident in the UK for 5 years prior to the date of their application. NB: HMRC staff can apply on loan/level transfer only for UKBA jobs advertised on Horizon. This applies only to Detection Directorate staff and any other HMRC employees (e.g. Intelligence) working under the Border Force Management structure. This does not apply to HMRC staff not working under the Border Force structure (ie HMRC staff not working in shadow UKBA

Background: The NBTC is the Operations Centre undertaking analysis of passenger data to provide alerts to the frontline. The NBTC is at the cutting edge of border agency work. The team is working effectively as a joint agency unit in uncharted territory and is required to respond quickly to changing priorities and events. The NBTC builds on the ground breaking work of the JBOC, and will continue to grow as passenger data comes on line.

Work Involves: The jobholder will be responsible to: Team Leaders within the NBTC The jobholder will be responsible for: The NBTC Match Analyst is responsible for analysing and confirming matches presented to them by the e-Borders system. Upon receiving matches from the system they make an informed decision based on the information available to them as to whether or not the match should be confirmed as a hit. Hits will then be forwarded onto Operators for further analysis and enrichment. The tasks of the jobholder: General Responsibilities:

- Receive matches from the system for analysis (excluding private and ATC matches but including covert matches)
- Order and filter the presented matches for priority and relevance
 - Identify relevant groups of watchlist matches for examination
- Analyse all appropriate information into order to confirm if the watchlist match is a hit against an individual of interest. This may be from Omnibase, CRS and other Agency applications where access is granted
- Record the match decision made, including;
 - consistent match between candidate data and watchlist entry
 - consistent match between candidate data and watchlist entry & the recommendation to denote - *not to be confused with*
 - inconsistency between candidate data and watchlist entry (i.e match rejection)
- Communicate as appropriate with Operators and other Match Analysts to ensure that all relevant information is available for every case
- Respond to queries from Operators and other Match Analysts
- Escalate cases as appropriate and record rationale for escalation.

The (Core Competency Framework) skills and abilities required are:

All Band A

People Management: Develop Good Working Relationships • Am approachable and actively co-operative with others Communication: Using IT • Able to use the basic desktop functions (eg. Outlook, Word, Excel, PowerPoint, explorer) • Use appropriate technology to do the job Analysis and Use of Evidence: Gather and Manage Information • Obtain and use the most relevant information or knowledge • Follow guideline for effective information management • Use appropriate technology to save and manage information Financial Management: Follow Procedures and Guidelines • Follow appropriate procedures • Seek advice where appropriate Please note that the following skill will be assessed at interview only: Value people their diversity and their contributions • Treat everyone fairly, with respect and dignity, responding sensitively to differences. Essential qualifications and experience: • Able to attain Security Clearance to the level "Security Check (SC)".

Developmental Opportunities: Developmental opportunities Provide details of the benefits of holding this position – this is an important factor when trying to attract candidates These posts offer an opportunity to be part of a ground breaking and trailblazing multi-agency team that is helping to shape the future for border agency work.

Other Information: This vacancy is open to staff who work full time, part-time and Job Share. Disabled staff are encouraged to apply under the Guaranteed Interview Scheme. Please send Diversity Forms to: HRD/ERG Vacancy Filling Team, 10th Floor Apollo House, Croydon, CR9 3RR.

Posted: 12 June 2009