

SYSTEMS ANALYST-SENIOR

Recruitment #2507-4946-001

List Type	Original
Requesting Department	Milwaukee Police Department
Open Date	Friday, July 25, 2025
Filing Deadline	Friday, August 15, 2025
HR Analyst	Jamie Heberer / Rebecca Bird

INTRODUCTION

The City of Milwaukee is proud to employ a diverse workforce dedicated to delivering exceptional service to its residents. If you are passionate about being part of an inclusive team of public servants, we invite you to consider the following opportunity.

The Milwaukee Police Department (MPD) works closely with our community to help build sustainable, healthy neighborhoods, free from crime and maintained through positive relationships. For more information about the MPD, please visit <https://city.milwaukee.gov/police>.

PURPOSE

The Systems Analyst-Senior with the Milwaukee Police Department (MPD) develops, maintains, and analyzes large datasets related to law enforcement operations to improve public safety outcomes and streamline Information Technology (IT) operations.

ESSENTIAL FUNCTIONS

Strategy, Planning, and Deployment

- Meet with decision makers, systems' owners, and end users to define law enforcement operational requirements and functions for new systems.
- Identify critical data integration requirements with existing systems.
- Plan design sessions in prototyping new systems to enhance business processes, operations, and data flow.
- Review and analyze the effectiveness and efficiency of existing systems and develop strategies for the management of system data.
- Develop and execute test plans to ensure systems meet functional and performance standards.
- Lead and participate in project planning, execution, and delivery, managing timelines and deliverables.
- Plan and coordinate data migrations between systems.
- Collaborate in the planning, design, development, and deployment of new applications and enhancements to existing applications.
- Research software and hardware products to justify recommendations and support purchasing efforts.

Operations

- Collect, clean, and analyze structured and unstructured data from various internal systems (i.e., Computer Aided Dispatch, Records Management Systems, etc.)
- Develop reports, dashboards, and data visualizations for IT and department leadership.
- Identify trends, anomalies, and opportunities for improvement in technical and operational systems.
- Assist with database design, data warehousing, and system integration and interface efforts.
- Ensure data integrity, confidentiality, and compliance with departmental, state, and federal regulations.
- Support the development and maintenance of data governance policies and procedures.
- Provide technical support for business intelligence tools and analytics platforms.
- Ensure compatibility and interoperability of in-house computing systems.
- Coordinate and perform in-depth tests, including end-user reviews, for modified and new systems, and post-implementation support.

Documentation and Reporting

- Prepare and deliver reports, recommendations, or alternatives that address existing and potential trouble areas in operating systems across the organization.
- Create system design proposals.
- Perform cost-benefit and return on investment analyses for proposed systems to aid management in making implementation decisions.
- Create systems models, specifications, diagrams, and charts to provide direction to system programmers.
- Provide orientation and training to end users for all modified and new systems.
- Provide guidance and/or instruction to junior staff members.

We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

CONDITIONS OF EMPLOYMENT

- Exercise scheduling flexibility, including working beyond standard business hours, to meet departmental needs.
- Lift objects weighing up to 10 pounds on occasion and stand, walk, crouch, reach and perform repetitive motions.

NOTE: Candidates must pass an MPD background investigation and a drug test before being hired. Per the Criminal Justice Information Services (CJIS) security policy, your application will be rejected if you have been convicted of a felony.

MINIMUM REQUIREMENTS

1. Bachelor's degree in information technology, computer science, management information systems, business administration, or a related field from an accredited college or university.
 2. Three years of progressively responsible experience in data, business, or systems analysis.
 3. Valid Wisconsin driver's license at the time of appointment and throughout employment.
- Equivalent combinations of education and experience may be considered.*

NOTICE: Please do not attach your academic transcripts to your employment application. The hiring department will verify candidates' education as part of the background screening process before extending any job offers.

DESIRABLE QUALIFICATIONS

- IT experience in the public sector or law enforcement.
- Experience with Computer Aided Dispatch (CAD), Records Management System (RMS), MediaSolv, Intellinetics, and SharePoint.

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

TECHNICAL

- Knowledge of the operation and analysis of database hardware, software, and standards.
- Knowledge of data retrieval methods.
- Ability to oversee the design, development, and implementation of software and hardware systems, solutions, and/or products.
- Ability to use programming language, including structured query language (SQL), Sequel Sever Management Studio (SSMS), Sequel Server Reporting Services (SSRS), Sequel Server Integration Services (SSIS), Sequel Server Analysis Services (SSAS), Stored Procedures, PowerShell, Extract Transform Load (ETL) procedures, Information Technology Infrastructure Library (ITIL), eXtensible Markup Language (XML), and Python.
- Knowledge of network and PC operating systems, including Windows XP and Windows 7.
- Knowledge of current network hardware, protocols, and standards, including Transmission Control Protocol/Internet Protocol (TCP/IP)
- Ability to import data for use in report software, spreadsheets, graphs, and flow charts.
- Ability to apply data processing flow charting techniques.
- Knowledge of mathematics and statistics.
- Project management skills.

COMMUNICATION AND INTERPERSONAL

- Verbal communication skills to convey technical information to non-technical end-users.
- Written communication skills to produce precise, concise, and user-friendly documentation, technical specifications, reports, and correspondence.
- Active listening and customer service skills to accurately ascertain and address customer needs.
- Ability to build effective relationships with departmental leaders, staff, vendors, other City employees, and the general public.
- Ability to work cooperatively and fairly with people whose backgrounds may differ from one's own.

CRITICAL THINKING AND PROFESSIONALISM

- Organizational and planning skills to effectively prioritize and accomplish tasks in a fast-paced public safety environment.
- Ability to work independently with a high degree of initiative.
- Attention to detail.
- Analytical, problem-solving, and decision-making skills for optimal outcomes.
- Commitment to professional development and staying informed of software trends.
- Ability to work well both independently and as part of a team.
- Honesty, integrity, and the ability to safeguard City resources, including all departmental equipment.

CURRENT SALARY

The current salary range (Pay Range 2MX) is **\$97,064-\$112,137** annually, and the resident incentive salary range for City of Milwaukee residents is **\$99,976-\$115,501** annually. *Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval.*

The City of Milwaukee provides a comprehensive benefit program that includes the following:

- Wisconsin Retirement System (WRS) Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Paid Parental Leave

- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 12 Paid Holidays
- Paid Sick Leave and other paid leaves
- Flexible Spending Arrangement
- Commuter Value Pass

For full details of the benefits offered by the City of Milwaukee, please visit <http://city.milwaukee.gov/Benefits>.

SELECTION PROCESS

THE SELECTION PROCESS will be job-related and will consist of one or more of the following: an evaluation of education, experience, and/or responses to supplemental questions; a written or performance test, a structured interview, or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to structured interviews and performance examinations. Structured interviews may include written exercises. Selection process component weights will be determined by further analysis of the job.

INITIAL FILING DATE – The selection process will be held as soon as practical after the deadline listed above. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the City's needs have been met. Qualified applicants will be notified of the date, time, and place of the selection process components. Unless otherwise required by law, the City of Milwaukee will not provide alternative selection process dates or times. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

ADDITIONAL INFORMATION

- Applications and further information may be accessed by visiting, <https://www.jobapscloud.com/MIL/>.
- If you need help completing an application, please contact the Department of Employee Relations at (414) 286-3751 or staffinginfo@milwaukee.gov.
- The Department of Employee Relations is located at City Hall, 200 E. Wells St., Room 706, Milwaukee, WI 53202.

CONCLUSION

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The City of Milwaukee values and encourages diversity and is an equal opportunity employer.