Role Profile

Role Profile Part 1			
Role title	Financial Investigator	**Grade**	SO1 bar SO2 bar PO1
Dept/Area	Investigations - FIU	**Vetting Level**	MV
Responsible to	Detective Sergeant, Financial Investigation Unit	**Staff line managed**	None
Reviewed by (Line Manager)	DS 23934 Rachael Hannam	**Date**	06/10/ 2026
Purpose of Job	To undertake proactive and reactive Financial and money laundering investigations, supporting live investigations in accordance with objectives of Hampshire & IOW Constabulary.		
Key Accountabilities	1. Plan, conduct and co-ordinate financial investigations in relation to criminal confiscation, cash seizures, money laundering and financial intelligence in support of Hampshire investigations, to prevent criminals from profiting from the proceeds of crime. 2. Prepare and present applications at court for production orders, cash detentions, listed assets, restraint, Account Freezing Orders, confiscation and forfeitures under the Proceeds of Crime Act 2002 and associated legislation. 3. Produce criminal files and court files, using applicable case file management standards, guidance and legislation, to support a prosecution. 4. Prepare relevant material on money laundering and financial dealings for disclosure, in liaison with Crown prosecutors when necessary to support investigations 5. Conduct searches, secure evidence and interview suspects and witnesses involved in financial criminality. Provide and present relevant financial evidence to a high standard in order to prosecute offenders and where necessary provide evidence at court. 6. Interview witnesses and suspects to obtain financial intelligence to assist with identifying financial crime and the proceeds of crime 7. Maintain accurate records and files to effectively progress financial/ money laundering investigations. 8. Undertake continuous professional development ensuring current knowledge of the latest techniques and products including awareness of		

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	relevant legislation. Contribute to the development and application of financial investigation techniques embracing the concept of best practise. 9. Provide advice and assistance to Hampshire & IOW Constabulary in respect of all financial and fraud matters to ensure all disruption opportunities are explored. 10. Undertake the gathering, recording and sanitising of financial intelligence in accordance with the applicable intelligence models and the Criminal Procedure and Investigations Act 1996 to support ongoing investigations 11. Interrogate specialist databases, networks and other on-line tools such as; Investigate Suspicious Activity Reports (SARs), in accordance with protocols, to support ongoing investigations 12. To provide a regular and effective service. Note: This role profile is designed to assist post holders with understanding what is expected of them in their role. Hampshire and Isle of Wight Constabulary may ask them to undertake other duties, as required, which are not necessarily specified on the role profile but which are commensurate with the grade of the post. The role profile itself may be amended from time to time within the scope and general level of responsibility attached to the post.
Additional Requirements	**Bar criteria SO1-SO2** In order to progress from SO1 to SO2, the role holder must satisfy the following criteria: • Satisfactorily completed the required probationary period. Completion of this period will not mean automatic progression through the salary bar. • A good attendance record. If attendance is below the force “cause for concern” absence trigger and there is a high level of sickness the matter must be referred to the relevant HR business partner for authorisation. • Successful completion of the Financial Investigations Course, exams and portfolios and be signed off as accredited by the NCA. • CRiSP (Civil Recovery in Summary Proceedings) Training: Recovery of Cash, Forfeiture of Money in Certain Accounts. **Bar criteria SO2-PO1- to become “Senior FI”** In order to progress from SO2 to PO1, the role holder must satisfy the following criteria: • A good attendance record, i.e. below the Force ‘cause for concern' absence trigger point. If it is proposed to progress through the bar

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	with a higher level of absence, the matter must be referred to the relevant HR Business Partner for authorisation. • Successful completion of all required NCA Financial Investigator accreditations including: • CRiSP Training: Recovery of Listed Assets • CRiSP Training: Recovery of Crypto assets- the NCA are in the process of developing and upskilling exam allowing all accredited FI to deal with the seizure of crypto assets- this is not currently available however once released there is an expectation that this accreditation will be completed. • Confiscation and Restraint Training • Tutor Course.

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Role Profile Part 2	
Education/Qualifications	**Essential:** Educated to QCF Level 3 OR work experience deemed to have brought the postholder to a comparable level. **Desirable:** Accredited Financial investigator with the National Crime Agency.
Experience and Skills	**Essential:** • Extensive experience with complex investigations involving finances. • Able to set out logical arguments clearly, adapting language, form and message to meet the varied needs of differing situations, individuals, groups and communities. • Able to write concise reports or other documents. • Ability to prepare and present case material to an acceptable standard including recording and retaining material. • Skilled in the use of standard IT packages, systems and/or databases to fulfil role requirements. • Able to use resources efficiently in own role and to comply with financial rules and procedures. • Able to identify potential opportunities to proactively enhance efficiency and/or effectiveness and introduce new ways of working and innovation within own area of work. • Able to break down a straightforward problem into component parts and determine appropriate action. # • Able to interpret and apply guidance to a specific activity. • Able to work effectively in a team to achieve shared objectives, demonstrating awareness of individual differences and providing support as required.

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	• Able to appropriately prioritise and plan own work and to work effectively. • Able to proactively develop effective working relationships with colleagues, partners and others. • Ability to plan, apply and evaluate different policing approaches alongside partner agencies and organisations, working with them effectively. • Able to review own performance objectively and to take steps to maintain and enhance competence and professional standards appropriate to their role. **Desirable:** • Knowledge of search and seizure powers under the Police and Criminal Evidence Act 1984. • Must have a good understanding of the NCA Registration, accreditation and monitoring.		
Role Evaluated by	Hannah Davis	**Date**	05/09/2025

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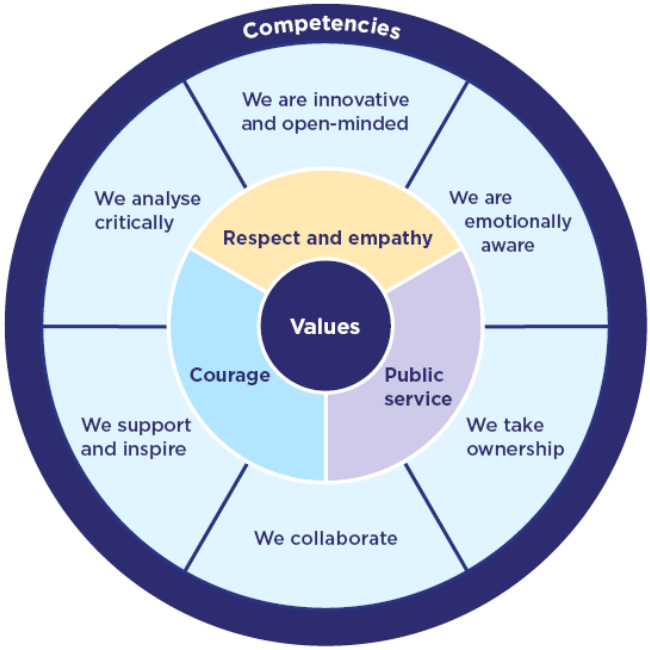
Role Profile Part 3 (2024)			
Competencies	All roles are expected to know, understand and act within the ethics and values of the Police Service.		
	We are Emotionally Aware	Level 1	
	We Take Ownership	Level 2	
	We are collaborative	Level N/A	
	We Support and Inspire	Level N/A	
	We Analyse Critically	Level 2	
	We are Innovative and Open Minded	Level N/A	
Underpinning Values	Courage		
	Respect and Empathy		
	Public Service		
Initial Development Skills for new to role period	All staff are required to complete mandatory e-learning including annual DSE and Fire Safety plus any role-specific training required		
Continuing Professional Development	Courses and Conferences should be attended to benefit professional learning and development.		