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# Example of Forensic Analyst Job Description

Our company is looking for a forensic analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for forensic analyst

* Troubleshooting, researching, and resolving technical issues/limitations independently
* Communicating forensic findings (written and verbal) to both business and technology audiences
* Assist in the development of forensic methodologies
* Coordinate with internal and external legal counsel as requested
* Assist in the design and creation of an efficient investigative methodology based on legal guidelines and industry best practices
* Ensure evidence collection procedures that align with internal policies, processes and procedures
* Provide technical guidance and support for internal investigative and e-Discovery/Legal
* Writes policies and standard operating procedures governing data preservation and review
* Leads forensic activities in pursuance of investigations and incident response
* Employs forensic tools and techniques to recover deleted, fragmented and corrupted data from digital media of all types

## Qualifications for forensic analyst

* Fundamental Internet protocols, services and technologies
* Completion of a Master’s degree or equivalent program in Computer Science, Network
* Prior project management experience in large, complex electronic discovery projects is preferred
* Good, dependable teammate
* Advising and providing expert evidence on complex accounting matters in disputes which may arise from, for example, mergers and acquisitions, professional negligence work and breach of contract
* Investigations into fraud and other irregularities, risk reviews, asset tracing, fraud awareness training, assisting clients in the development of internal policies