

Intelligence Analyst



About the BWF

The Badminton World Federation (BWF) is the world governing body for the sport and has its headquarters in Kuala Lumpur, Malaysia.

Working closely with its Members and the five Continental Confederations for badminton, the BWF *promotes, presents, develops, and regulates the sport worldwide.*

Badminton has been an Olympic Games sport since the Barcelona Olympic Games in 1992 and is a Paralympic Games sport making its debut at the Tokyo 2020 Paralympic Games. The BWF has 188 Members who are responsible for regulating and developing badminton in their country at a national level.

Overview – Intelligence Analyst

Reporting to the Integrity Unit Manager, the primary responsibility of the Intelligence Analyst is to manage the BWF Intelligence System (including databases), in a way that supports both the investigative functions and the preparation of evidence for disciplinary hearings.

The main function of this role is to support the data capture, storage and retrieval of information related to integrity investigations and to provide analytical, operational and intelligence preparation support for the Integrity Unit.

Position	Intelligence Analyst
Location	BWF Headquarters – Kuala Lumpur
Reports to	Integrity Unit Manager
Reports	Nil

Internal Liaison

- Integrity Unit Staff
- Legal Manager
- Other BWF staff

External Liaison

- Investigator(s)
 - Betting monitoring companies
 - Other Intelligence Analysts in sports Integrity Units
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Intelligence Analyst



Responsibilities

The key responsibilities of the role are to:

- Receive information / intelligence from a wide range of sources including whistleblower information, betting monitoring information and information from integrity interviews.
- Enter data into the BWF Intelligence Systems.
- Search and retrieving information.
- Apply analytical techniques to interpret information / intelligence.
- Use inference development to make judgements based on intelligence analysis.
- Create intelligence analysis reports and recommendations to support decision making based on the results of the intelligence analysis.
- Provide leads from analysis to support investigations.
- Look for relationships in data, establish facts, compile reports and present findings;
- Prepare evidence, as well as charts and tables involving complex data for use at disciplinary hearings.
- Provide assistance in preparing risk profiles of individuals and risk assessments of particular tournaments to inform a strategic approach to monitoring.
- Ensure extremely high levels of confidentiality and security of data and intelligence held by the Integrity Unit.

Knowledge, Experience, Skills Attributes,

- Unquestionable integrity
- University Degree (or equivalent level of education)
- Demonstrates an advanced level of proficiency of IT systems, with a particular emphasis on the use of databases and associated analytical software.
- At least three years work experience preferably in intelligence and information management.

Intelligence Analyst



- Experience in the management of intelligence systems and analytical tools such as ibase/i2.
 - Can operate with the minimum of supervision.
 - Proactive, self-motivated, has an inquisitive mind.
 - An effective communicator, both written and oral;
 - Proficient in English and preferably other languages.
 - Preferably has a working knowledge of the XRY products;
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Application Process

The key criteria below will be used as a basis for short listing candidates for the interview phase. Applications must address each criteria below.

Selection Criteria

a) Qualifications, Experience, Skills

1. Unquestionable integrity
2. University Degree (or equivalent level of education)
3. Demonstrates an advanced level of proficiency of IT systems, with a particular emphasis on the use of databases and associated analytical software / tools.
4. At least three years work experience preferably in intelligence and information management.
5. Experience in the management of intelligence systems and analytical tools such as ibase/i2.
6. Preferably has a working knowledge of the XRY products;
7. Proficient in English and preferably other languages. Effective communicator, both written and spoken.

b) Personal Attributes

1. Analytical and inquisitive mind with attention to detail.
2. Positive outlook on employment and takes pride in the quality of work;
3. Able to work independently with minimal supervision on assigned tasks / projects;
4. Proactive, self-motivated.

Intelligence Analyst



Remuneration

To be negotiated with the successful candidate depending on qualifications and experience.

Contract

A contract for 3 years, including a 3 month probationary period will be offered to the successful candidate.

Hours of Work

The position is full time – 40 hours a week. The nature of the work sometimes requires flexibility during busy periods.

Required Applications

Applications must include the following elements:

1. A statement addressing the **Selection Criteria** (a and b);
2. A brief CV / resume of no more than two pages.

In your application, you are invited to indicate your current remuneration level and your expectations in terms of salary.

- Send to Andy Hines-Randle a.hines-randle@bwfbadminton.org
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Time Frames

- Applications close Wednesday 31 January 2018.
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Contact

- Andy Hines-Randle – Integrity Unit Manager.
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