

**Atlanta-Carolinas HIDTA  
EMPLOYMENT OPPORTUNITY**

**Title: Crime Gun Intelligence Analyst  
Contractor**

**Location:** Atlanta, Georgia/ Charlotte, NC  
**Area of Responsibility:** Georgia/ North and South Carolina  
2 Positions Available- Atlanta, Georgia and Charlotte, NC

**Organization:** Atlanta-Carolinas HIDTA, funded by the Office of National Drug Control Policy

**Overview:**

The Office of National Drug Control Policy (ONDCP) funds High Intensity Drug Trafficking Area Programs (HIDTA) across the country that focus on reducing drug trafficking and its harmful consequences, particularly drug abuse and drug-related crime. HIDTA programs invest in federal, state, local and tribal partnerships to build safe and healthy communities. Each HIDTA serves as a force-multiplier in their region, leveraging resources and joining agencies toward a common goal.

**Crime Gun Intelligence (CGI):**

CGI is the collection and analysis of all available information related to the unlawful use, possession, and transfer of firearms. CGI is used to identify individuals, groups and organizations committing acts of firearms violence and other firearms-related offenses, specifically associated with drug trafficking, to initiate, support and enhance criminal investigations through intelligence-based analysis. The pillars of CGI are firearms tracing and the National Integrated Ballistic Identification Network (NBIN); however, comprehensive CGI includes all applicable data sources such as human intelligence, law enforcement reports, social media exploitation, telephone analysis, and commercial records and commercial databases

**Qualifications:**

**Responsibilities:**

- Possesses knowledge and expertise in intelligence support to drug law enforcement and associated violent crimes.
- Provide direct operational intelligence support to Atlanta Carolinas HIDTA Initiatives, ATF, the Member Agency, other Members and our law enforcement partners, utilizing CGI, and other intelligence data, and information available in the Member Agency computer systems.
- Conduct intelligence analysis and prepare intelligence reports.
- Generate investigative referrals.
- Assist in deconflicting investigations; and
- Support investigations and prosecutions by, among other things, disseminating firearms trace results for firearms recovered by Member Agency to prosecutors and Member Agency personnel in connection with independent investigations
- Provides intelligence/analytical support to ongoing drug and firearm-related investigations.
- Assesses cases to determine intelligence gaps and assists the case agent in the development of a plan to collect information addressing these gaps.
- Collates data by merging new data with existing related data through indexing, coding and cross-referencing.
- Utilizes specialized computer programs to organize and manipulate information.

- Prepares comprehensive reports to be used by agents, investigators, supervisors and Prosecutors to coordinate, direct, and set priorities for investigations.
- Provides agents, investigators, and prosecutors with the most appropriate and effective method of visually portraying events, including link, event and association charts
- Reviews raw data for acceptability and utility. Evaluates the data for reliability and content validity. With the case agent, classifies data and determines the sensitivity to the extent that it can be disseminated.
- Additional duties: Other duties, as assigned, in support of the Atlanta-Carolinas HIDTA mission.

**Qualifications & Skill Requirements:**

- Law Enforcement or Criminal Intelligence Analyst experience
- Practical implementation of firearms tracing and the National Integrated Ballistic Identification Network
- Working knowledge of firearm identification. Able to distinguish/track markings, manufacturer, model and serial numbers for tracing purposes
- An undergraduate degree in any discipline
- Strong oral and written communication skills are an absolute necessity
- A demonstrated ability to analyze information, i2 analyst notebook or equivalent, identify significant factors, gather pertinent data, and develop solutions; plan and organize work; and aptitude to work independently and as part of a team.

Salary ranges from GS 7/Step 1 to GS 8/Step 1 on the U.S. Federal Salaries Pay Scale for the locality pay area of Atlanta—Athens, Clarke County—Sandy Springs, GA-AL and the Charlotte Mecklenburg, NC. This is a one-year ***Contract renewable pending continued funding by ONDCP.***

**Background Check/Credit Check:** All applicants must successfully pass a thorough background and credit investigation. Continuation of employment is contingent upon the ability of the applicant to obtain/possess and maintain a Security Clearance.

**How to Apply:** If you are a U.S. citizen, qualified, and interested in applying for this position, please send your resume to: [careers@achidta.org](mailto:careers@achidta.org) by **COB April 30, 2025**

**The Atlanta-Carolinas HIDTA is an equal opportunity employer**