

**Civilian Member Wanda Richards, C8030**  
**“B” Division Criminal Intelligence Section**  
**Phone #: 709- [REDACTED] 639**  
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**Post-Secondary Education:**

Memorial University of Newfoundland – BSc Biology 1999

**Internal Training**

Open Source Internet Research (Tier 3)	2016/12/22
W-Road to Mental Readiness Workshop	2016/06/17
Standard First Aid/CPR	2015/12/04
Supervisor Develop Program	2015/11/26 Ongoing
Workplace Violence Online	2014/09/26
Security Awareness	2014/07/04
Aboriginal First Nations Aware	2014/06/13
Respectful Workplace	2014/05/14
Managing Safely	2014/01/28
Terror PreIncident Indicator	2014/01/25
Tactical Use Internet Basic	2013/10/11
Basic Evidence & Reports Training	2012/04/17
Tactical Intelligence Analysis	2011/01/21
Strategic Intelligence Analysis	2009/08/28
Automat Criminal Intelligence Info System	2009/04/21
Intro to Human Sources	2009/03/30
CISN Basic Intelligence Officer	2009/02/27
Criminal Intelligence Analysis-DL	2007/04/27
Telecommunication Operators	2007/01/26
Harassment in the Workplace	2006/08/18
Suicide Prevention Training	2006/04/21
PROS for End Users	2006/02/21
Can Labour Code Part II Awareness	2006/01/23
CPIC Terminal Operator	2006/01/13

**Other Professional Training**

InDev-Net Worth for Law Enforcement	2015/04/23 Canada Revenue Agency
Symposium on Money Laundering University	2014/04/04 Osgoode Prof Dev, York University
Using Internet as an Investigative Research Tool	2012/07/27 Toddington International Inc.
Criminal Intelligence Analysis	2012/01/20 The Alpha Group
iBase User v8	2011/09/16 i2 Group
Crime Analysis Applications	2011/05/06 The Alpha Group
Criminal Investigative Analysis	2011/04/01 The Alpha Group
Microsoft Excel 2001- Level I	2009/03/11 College of the North Atlantic

Microsoft Excel 2007-Level 3  
Microsoft Excel 2001-Level 2

2009/03/11 College of the North Atlantic  
2009/03/11 College of the North Atlantic

### **Job History (Analytical Capacity)**

Criminal Intelligence Analyst B Division RCMP, 2010-02-18 to Present

Duties include:

- Collecting, researching, evaluating and analyzing intelligence information using open and closed sources(i.e. internal databases, Internet, law enforcement bulletins, law enforcement contacts, media, etc.) to identify criminal trends, patterns and to develop tactical analytical intelligence products using i2 analyst notebook as well as MS Excel
- Preparing reports identifying or illustrating criminal group/individual association and criminal trends
- Tactical analytical support to ongoing investigations by analysis of complex crime scenarios, tactical data including: interactions between individuals, address links, telephone numbers, financial transactions, and vehicle information
- Analyzing and assessing the capabilities and vulnerabilities of organized crime networks
- Providing analytical advice on complex issues, assessing intelligence and international criminal activities related to counterfeit currency and drugs
- Participating in presentations, lectures, seminars and training courses as a lecturer
- Liaising and establishing contacts within the analytical community
- Liaising and consulting with divisional, national and international partners to gather information for ongoing research and intelligence analysis
- Reviewing, interpreting and evaluating information to determine its accuracy and relevance

### **Additional Skills and Abilities:**

- WordPerfect, Microsoft Office Suite including Word, Excel, PowerPoint, Adobe Acrobat, SnagIt, mapping software including Streets and Trips as well as MapPoint
- Communicating via e-mail, utilizing Entrust to efficiently share protected information
- Working with Internet browsers such as Internet Explorer to conduct research
- Utilizing i2 analytical software to create link association charts, time lines, telephone tolls to analyze complex information
- Utilizing iBase, relational database, to store and retrieve information gathered though multiple sources to establish links between criminal elements and conduct analysis

**Language Skills:** Fluent in English, BEB Profile SLE French

**Awards:** Commanding Officers Certificate of Appreciation 2013-05