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# Business/Performance Analyst 12 month Internship

National Crime Agency

**Apply before 11:55 pm on Sunday 22nd February 2026**



## Reference number

447076

## Salary

£36,057

Allowances are reviewed annually and may be increased, decreased or removed.

All salary offers will be made in line with Remuneration Policy.

Roles based in London will receive an additional London Weighting (Per Annum) of £4218

A Civil Service Pension with an employer contribution of 28.97%

**Job grade**

Executive Officer  
NCA Grade 5, Constable

**Contract type**

Internship

**Business area**

NCA - Threat Leadership - National Cyber Crime Unit (NCCU)

**Type of role**

Analytical  
Architecture and Data  
Digital  
Governance  
Information Technology  
Knowledge and Information Management  
Policing  
Policy  
Project Delivery

**Working pattern**

Flexible working, Full-time, Part-time

**Number of jobs available**

2

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### Location

London, Warrington

For roles based in London, your contractual place of work will be Stratford. While the Stratford site is expected to become operational from November 2025 – March 2026, you will be required to carry out your contractual duties from Vauxhall or another reasonable location on a temporary basis during the interim period.

Please note that, as Stratford will be your contractual place of work, any subsequent move from a temporary location will not entitle you to payments for travel time or costs under the Relocation and Excess Travel Policy.

### About the job

#### **Job summary**

#### **Information about the Command**

Threat Leadership is responsible for the national response to the Serious Organised Crime (SOC) threats. Our role is to work with partners both inside the NCA and externally to set the strategic direction, facilitate effective delivery of the response, and ensure we understand the impact of our activity. Adopting a threat-led and intelligence driven approach, we identify emerging challenges and changes to the threat landscape. A key objective is to tackle SOC threats by maximising the benefit of new capability across the system. This approach means we can achieve more with the resources we have and be more effective developing business cases to enhance our response.

Driving the multi-agency UK 4P (PURSUE, PREVENT, PROTECT, PREPARE) response by agreeing threat priorities, influencing tasking of operational activity across law enforcement, facilitating partner action and informing policy, regulatory and legislative changes to better protect the public. Threat Leadership leads the national response for Organised Immigration Crime (OIC), Modern Slavery and Human Trafficking (MSHT), Drugs, Firearms,

Child Sexual Abuse (CSA) and Borders. Threat Leadership is also home to the National Cyber Crime Unit, which combines Cyber threat leadership with an operational response.

## **Information about the Business Area**

The NCCU is the UK lead for tackling the threat from cyber crime. For the first time, the UK has a single Unit with the responsibility and capability to lead the overall response, coordinate activity across a range of partners and provide specialist cyber support and expertise across law enforcement.

## **Role Summary**

Join the National Cyber Crime Unit (NCCU) and bring your unique skills to lead the UK's fight against cybercrime! No previous cyber experience is necessary, but you should be curious to find out more. We want to work with like-minded individuals who are inquisitive and are keen to drive work forward.

We are looking for people from a range of backgrounds and/or degree disciplines to spend a whole year working in the National Cyber Crime Unit (NCCU).

This role would be suited to those looking for a year in industry in their degree, who have just finished their studies, or who are seeking to transition to a role within cyber.

We celebrate diversity and are committed to creating an inclusive environment. We welcome neurodivergent thinkers and offer reasonable adjustments to those who need them.

## **Job description**

In this role, you will be at the heart of shaping the response to the cyber crime threat both within the NCA and beyond. It is a role requiring a strategic outlook, strong interpersonal skills, and the ability to respond and deliver quickly and accurately.

Depending upon your experience your role will either be as a business or performance analyst working in one of our 4P, Strategy or Performance teams.

Our 4P teams lead the PURSUE, PREVENT, PROTECT, and PREPARE response to the cyber threat, working with a range of partners across the system to set the strategic direction, agree priorities, coordinate activity, and deliver specific projects to tackle the threat.

PURSUE focuses on the UK's operational, law enforcement response to tackling cyber-crime. PREVENT is focused on deterring, diverting and disrupting individuals from becoming involved in and committing cyber offences. PROTECT looks at ways to build resilience and keep businesses and individuals safe from cyber-attacks. PREPARE works to test the preparedness of the UK to large scale cyber events at the highest priority level across national and regional levels.

The Strategy and Performance teams lead the NCCU's strategic engagement with Her Majesty's Government (HMG), Team Cyber UK incl. National Cyber Security Centre (NCSC) and other Partners in support of the response to cyber crime. The team lead on corporate briefings and supports senior leaders across the agency as they represent the NCA on cybercrime issues. The ability to analyse data, information and statistics and write reports will be beneficial.

Duties and Responsibilities:

Tackling cybercrime - Promoting a whole-system approach to tackling cybercrime, ensuring that the NCCU's work is accurately measured, aligned with national objectives, and continuously improved, by engaging with internal and external stakeholders.

Problem Solving - Tackle problems in an efficient manner, utilising innovative and/or automated approaches where appropriate.

Undertake research and analysis - Understand how NCCU and wider Team Cyber UK (TCUK) work together best.

Team working - Work closely with colleagues across all teams to build and deliver new tooling and/or approaches.

Stakeholder relationship management - Contributing to effective System Leadership, working with stakeholders to drive collaboration and performance across the network, maintaining a network of contacts to enable communication and access to information across TCUK Data-driven approach Ensuring that the NCCU operates with a data-driven, intelligence-led approach to cybercrime disruption. Responsibility for performance tracking, system-wide impact analysis, ambition setting, disruption monitoring, and reporting; providing strategic oversight that enables the NCCU to align resources effectively and respond proactively to emerging cyber threats

Compliance - Ensure the quality, secure handling and dissemination of information, maintaining confidentiality, sensitivity and duty of care in line with NCA policy. Ensure oversight in data ethics standards and legislation frameworks, and uses these to review and improve existing processes

## **Person specification**

<b>Skills, Knowledge and Experience</b>	<b>Description</b>
Microsoft Office, including Excel and PowerPoint	Preparing and delivering slides for a range of senior Governance forums. Consolidating whole-system performance data for strategic insights, allowing for a clearer understanding of NCCUs overall impact
Data analysis	Uses analytical skills, varied sources of information and different methodologies to support decision-making.
Quality assurance	Supporting the delivery of high-quality, data-led strategic briefings to internal and external stakeholders (including media engagement/ coordination), ensuring messaging is consistent, accurate, and aligned with NCCU s strategic direction
Cyber awareness	

	Understanding of the impact of new technologies in creating opportunities for offenders.
Keen collaborators	Able to seek new, and maintain existing, internal and external relationships

## Behaviours

We'll assess you against these behaviours during the selection process:

Working Together

Managing a Quality Service

## Benefits

Alongside your salary of £36,057, National Crime Agency contributes £10,445 towards you being a member of the Civil Service Defined Benefit Pension scheme. [Find out what benefits a Civil Service Pension provides.](#)

Learning and development tailored to your role

An environment with flexible working options

A culture encouraging inclusion and diversity

A [Civil Service pension](#) with an employer contribution of 28.97%

## Things you need to know

### Artificial intelligence

Artificial intelligence can be a useful tool to support your application, however, all examples and statements provided must be truthful, factually accurate and taken directly from your own experience. Where plagiarism has been identified (presenting the ideas and experiences of others, or generated by artificial intelligence, as your own) applications may be withdrawn and internal candidates may be subject to disciplinary action. Please see our [candidate guidance \(opens in a new window\)](#) for more information on appropriate and inappropriate use.



## Selection process details

This vacancy is using [Success Profiles \(opens in a new window\)](#), and will assess your Behaviours and Experience.

Artificial Intelligence can be a useful tool to support your application, however, all examples and statements provided must be truthful, factually accurate and taken directly from your own experience. Where plagiarism has been identified (presenting the ideas and experiences of others, or generated by artificial intelligence, as your own) applications may be withdrawn and internal candidates may be subject to disciplinary action. Please see our [candidate guidance](#) for more information on appropriate and inappropriate use.

## How we will assess you

Your application will be assessed against the following:

**Experience** - This will be assessed:

**Experience Criteria** - will be assessed by 250 word examples on:

Demonstrate your awareness of the Cyber Security landscape, emerging technologies and the threat this poses to the UK

Experience of analysing data, information, and statistics from a wide range of sources

Experience of planning, projects and working to tight deadlines

A panel will assess how well your application demonstrates the requirements outlined above.

## Longlist

In the event of a high number of applications, we may operate a longlist. Applicants will need to meet the minimum pass mark for the lead criteria.

'Demonstrate your awareness of the Cyber Security landscape, emerging technologies and the threat this poses to the UK'

Candidates who do not meet the minimum pass mark for the lead criteria will not progress to having their other criteria assessed. Applications must meet the minimum criteria to be progressed to the assessment stage.

You will receive an acknowledgement once your application is submitted.

We aim to have sift completed and scores released within 10 working days of the closing date of the advert. For high volume campaigns this timeframe may be extended.

Scores will be provided but further feedback will not be available at this stage.

For guidance on the application process, visit:

[NCA Applying and Onboarding](#)

## **Assessment 1**

The format of this assessment will be Interview which will be tested on the criteria listed in the **Success Profiles at Assessment** section.

### **Success Profiles at Assessment**

#### **Behaviours**

Working Together

Managing a Quality Service

#### **Experience**

Demonstrate your awareness of the Cyber Security landscape, emerging technologies and the threat this poses to the UK

Experience of analysing data, information, and statistics from a wide range of sources

Experience of planning, projects and working to tight deadlines

### **Assessment Outcome**

Outcomes will be communicated via the NCA recruitment portal.

If successful but no role is immediately available, you may be placed on a reserve list for 12 months.

Reserve lists can be used to fill similar role types across the Agency where the assessment criteria is considered a match by the recruitment team and the business area.

In the event of a tie at the assessment stage, available roles will be offered in merit order using the following order:

1. Lead criteria (behaviours/technical/experience)
2. If still tied, desirable criteria will be assessed (if advertised)
3. If still tied, application sift scores will be used

Feedback is provided only to those who attend an assessment.

You will be subject to vetting and pre-employment checks before appointment.

Once the vacancy closes, the advert will no longer be accessible. Please save a copy for your records.

We encourage all candidates to visit the [NCA Careers Page](#) for more information.

### **Vetting requirements - SC Enhanced**

Prior to commencing the role, you will need to successfully complete SC Enhanced clearance.

The requirement for SC clearance is to have been present in the UK for at least 3 of the last 5 years.

Failure to meet the residency requirements will result in your security clearance application being rejected.

For further information on National Security Vetting checks please visit the following page [Demystifying Vetting](#)

Individuals will be required to undertake and pass a substance misuse test as part of pre-employment checks.

### **Occupational Health**

Successful candidates will be expected to undertake an occupational health assessment. Depending on the role an in-person medical may be required in either London or Warrington. Unfortunately, travel costs will not be reimbursed.

## **Things you need to know**

### **Near Miss**

If you meet the criteria for a lower grade, you may be offered that role if not appointable at the advertised grade.

Conversely, if found appointable at a higher grade but no posts are available, you may be offered a lower-grade role.

All offers are made based on merit.

### **Hybrid Working**

The NCA supports hybrid working. The extent of remote working will depend on the role and can be discussed at the offer stage.

## Reasonable Adjustments

We're proud to be a Disability Confident Leader and an inclusive, equal opportunities employer.

We're committed to creating a workplace where everyone can be their authentic self. If you're neurodiverse, have a disability, or live with a long-term health condition, we encourage you to let us know about any reasonable adjustments you may need during the recruitment process.

If you experience accessibility issues with the advert or require reasonable adjustments, please contact our Recruitment Team at [Central.Recruitment@nca.gov.uk](mailto:Central.Recruitment@nca.gov.uk) before the advert closing date.

Please ensure you complete the 'Equal opportunities' and 'Reasonable Adjustments' sections in the application form to inform us on what support you may need in the recruitment process.

For more on our Disability Confident commitment, visit [Disability Confident Scheme, Civil Service Careers](#).

Visit [NCA Benefits and Support](#) for more details.

Feedback will only be provided if you attend an interview or assessment.

## Security

Successful candidates must meet the security requirements before they can be appointed. The level of security needed is [security check \(opens in a new window\)](#).

[See our vetting charter \(opens in a new window\)](#).

People working with government assets must complete [baseline personnel security standard \(opens in new window\)](#) checks.

## Nationality requirements

This job is broadly open to the following groups:

UK nationals

nationals of the Republic of Ireland

nationals of Commonwealth countries who have the right to work in the UK

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities with settled or pre-settled status under the [European Union Settlement Scheme \(EUSS\) \(opens in a new window\)](#)

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities who have made a valid application for settled or pre-settled status under the European Union Settlement Scheme (EUSS)

individuals with limited leave to remain or indefinite leave to remain who were eligible to apply for EUSS on or before 31 December 2020

Turkish nationals, and certain family members of Turkish nationals, who have accrued the right to work in the Civil Service

[Further information on nationality requirements \(opens in a new window\)](#)

## Working for the Civil Service

The [Civil Service Code \(opens in a new window\)](#) sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in the Civil Service Commission's [recruitment principles \(opens in a new window\)](#).

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria.

The Civil Service also offers a Redeployment Interview Scheme to civil servants who are at risk of redundancy, and who meet the minimum requirements for the advertised vacancy.

## Diversity and Inclusion

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan \(opens in a new window\)](#) and the [Civil Service Diversity and Inclusion Strategy \(opens in a new window\)](#).

## Apply and further information

This vacancy is part of the [Great Place to Work for Veterans \(opens in a new window\)](#) initiative.

Once this job has closed, the job advert will no longer be available. You may want to save a copy for your records.

### Contact point for applicants

Job contact :

Name : Non-Perm Team

Email : [nonpermcheck@nca.gov.uk](mailto:nonpermcheck@nca.gov.uk)

Recruitment team

Email : [nonpermcheck@nca.gov.uk](mailto:nonpermcheck@nca.gov.uk)

### Further information

If you believe your application has not been treated fairly, email: [Central.Recruitment@nca.gov.uk](mailto:Central.Recruitment@nca.gov.uk) (quoting the vacancy reference).

If unresolved, you may escalate your complaint to the Civil Service Commission.

