



## Position Description

### Senior Immigration Integrity Officer – LE 5

### Immigration Integrity Unit – Americas Region

<b>Agency</b>	Department of Home Affairs
<b>Title</b>	Senior Immigration Integrity Officer
<b>Classification</b>	LE5
<b>Section</b>	Immigration – Visa & Citizenship Management
<b>Reports to (title)</b>	Principal Migration Officer – Integrity – Americas Region
<b>Salary</b>	CLP 1,914,750 (gross) salary per month

### About the Department of Home Affairs

The Department of Home Affairs was stood up on 19 December 2017. The portfolio brings together Australia's federal law enforcement, national and transport security, criminal justice, emergency management, multicultural affairs, immigration and border-related functions to keep Australia safe.

The Department plays a vital role in anticipating, planning and responding to threats, and in contributing to Australia's prosperity. It is central to how the Australian Government responds to terrorism, cyber threats and tackles organised crime; works internationally to manage the migration and humanitarian programs, facilitates trade and travel, and manages responses to natural disasters.

The immigration arm of the portfolio manages the lawful entry of persons, on a temporary and permanent basis, as well as Australian citizenship. The visa and citizenship programs are delivered by processing posts globally and in Australia. A critical component of visa program delivery is immigration integrity and anti-fraud measures.

### About the position

The Senior Immigration Integrity Officer (SIIO) is part of the Americas Integrity Unit and is a regional resource reporting to the Principal Migration Officer Integrity (PMOI) for the Americas. The SIIO's primary focus is to interrogate systems and analyse data to identify patterns of organised fraud and exploitation of the visa program.



Fraud in immigration can be perpetrated by organised criminal groups, opportunistic individuals, or driven by political and economic instability. Consequently, the position requires an understanding of the political and socio-economic environment across Central and South America, as well as knowledge of the Australian immigration context. The position involves translating documents between Spanish and English. The SVIO will be required to undertake travel to interpret for the PMOI at official engagements.

The key responsibilities of the position include, but are not limited to:

- Analysing data to identify immigration trends, in particular visa and migration fraud.
- Documenting the findings of data analysis, drawing evidence-based conclusions.
- Presenting data in an accessible format that captures the range of issues diagrammatically.
- Developing alerts and information reports based on the analysis.
- Identifying risk treatments to mitigate the threat of fraud and visa exploitation.
- Monitoring country information and analyse the potential implications for Australia's immigration policy.
- Collaborating with immigration and anti-fraud counterparts of the US, UK, NZ and Canadian missions in Central and South America.
- Building relationships with key officials in relevant ministries in Central and South America – in particular Immigration, Customs and Police.
- Translating official documents between Spanish and English and interpreting at official engagements.

### Qualifications/Experience

- Knowledge of Australia's immigration legislative framework and processing environment.
- Superior organisational skills and the ability to work with limited supervision to meet multiple objectives in a time pressured environment.
- High level of proficiency with a range of systems and applications, in particular Excel.
- Demonstrated ability to produce high quality reports based on data analysis, logical methodology and evaluation.
- The ability to conduct complex research and analysis, and prepare a broad range of written documents including briefs, reports and correspondence.
- Excellent written, oral and interpersonal communication skills.
- Excellent interpreting and translating skills in Spanish and English.
- Ability to work effectively in a small team including maintaining a positive attitude, and demonstrated initiative, reliability and flexibility to undertake varied tasks.