



Salary

\$ 56774 to \$ 63695

Opportunity Type

Casual

Opportunity Status

Non-Ongoing

Opportunity Employment Type

Irregular/Intermittent

Opportunity Employment Type  
Details

Casual/Intermittent opportunity

APS Classification

APS Level 2

Position Reference

Several Positions

**Closing Date**

26/05/2025

Job Category

Administration,  
Regulation

Office Arrangement

On Site

Department of Home Affairs

**REGISTER - APS2 - QLD - Casual Assistant Border Force  
Officer (Southeast Queensland) - 2024/2024**

📍 Various locations - QLD QLD

**About our team**

Regional Operations | North | Operations QLD | Operations & Planning Qld

The Australian Border Force (ABF) is responsible for:

- All operational border related activities, including the management of travellers, goods, cargo and onshore compliance, detention and removal operations
- The end-to-end management of the immigration detention network, ensuring the security, safety and welfare of detainees in immigration detention facilities and safeguarding non-citizen minors in migration programs
- Policy and regulatory frameworks to facilitate the movement of travellers and goods across our borders, supporting Australia's economy and security.

The majority of positions are based in Brisbane or the Gold Coast, with possible future vacancies in ABF District Office locations.

Casual Assistant Border Force Officers (ABFOs) are employed at APS Level 2 to work across fast-paced and high-volume working domains, to assist frontline operational teams to meet peaks associated with the movement of people and goods across the border.

Casual Assistant Border Force Officers are predominantly required to work at international airports and cruise ship terminals to supplement existing teams during periods of increased departures and arrivals. They are also utilised to work across a wide range of ABF domains including airports, seaports, mail centres, cargo facilities, District Offices, and Immigration Detention Facilities. Tasks include processing passengers and crew, data entry, claim processing, evidence storage and handling and administrative support.

Casual Assistant Border Force Officers are offered work on a casual, irregular and intermittent basis. This includes attendance within standard business hours, in the early morning, of evenings, on weekends, and/or on public holidays. Work hours will be offered intermittently and sometimes at very short notice. We are looking for individuals who are able to regularly and flexibly commute to ABF sites within their locale as needed.

These roles are frontline roles which require officers to wear the

ABF uniform and represent the ABF professionally in the public domain. Officers must be capable of interacting with members of the community and foreign visitors.

Please visit our website for more information about the [Department of Home Affairs](#) or [Australian Border Force](#)

### **Our ideal candidate**

The ABF is currently looking for flexible, adaptable and reliable people to undertake work on a casual, irregular and intermittent basis at the APS 2 classification. You will receive appropriate training in order to undertake requisite functions, such as passenger clearances.

Training is currently around four (4) weeks in duration and is undertaken between Monday to Friday during business hours on a full-time basis. Some practical components of the training may be conducted after hours and on weekends reflective of the international flight schedule. Successful completion of training is a condition of employment.

### **The key duties of the position include:**

#### **Specific duties/responsibilities:**

- Provide general administrative support including border clearing travellers, crew and goods
- Work collaboratively as an effective team member to achieve work area objectives
- Represent the ABF in frontline operational areas, dealing directly with members of the public including foreign travellers
- Perform duties in a fast-paced, high volume operating environment
- Be flexible and adaptable
- Communicate effectively with internal and external stakeholders
- Basic computer skills are essential.

### **Additional information**

#### **Mandatory Requirements:**

- Wear the ABF uniform
- Attain and maintain mandatory training requirements

### **Eligibility**

To be eligible for the position you must be an Australian Citizen.

The successful candidate will be required to obtain and maintain a

Baseline Vetting (AGSVA) security clearance and an Employment Suitability Clearance (ESC).

## Notes

The Department of Home Affairs offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position.

The Department may provide relocation assistance to eligible APS employees required to relocate. The level of assistance will vary depending on the reason for relocating and your personal circumstances. For further information please enquire with the contact officer listed in the advertisement.

Information about employment and advice on how to apply for vacancies can be obtained from the Department's website at <https://www.homeaffairs.gov.au/about-us/careers>

Candidates should be aware that in roles where vaccination against COVID-19 is required by public health orders/directions or other legislation proof of vaccination will be required. If a candidate is not fully vaccinated or is unwilling to be vaccinated within a reasonable time period, they may not be offered that role.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

### Contact Officer

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### Contact Phone

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### Agency Employment Act

PS Act 1999

### Website

[Department of Home Affairs](#)

### Position Number

JR 132340

**Vacancy Number**

VN-0742546

**Getting to know the Department of Home Affairs**

The Department of Home Affairs is responsible for central coordination, and strategy and policy leadership in relation to cyber and critical infrastructure resilience and security, immigration, border security and management, counter-terrorism, the protection of our sovereignty, citizenship and social cohesion.

The Department implements a strategically coordinated approach to the cyber security and resilience of all Australians through the appointment of a Cyber Security Coordinator and continues to enable rapid responses to threats of foreign interference through the dedicated Counter Foreign Interference Coordinator. Additionally, the Department contributes to Australia's prosperity and unity through the management and delivery of the migration, humanitarian and refugee programs. The Department also promotes social cohesion through multicultural programs, providing settlement services and through managing and conferring citizenship.

We encourage applications from Indigenous Australians, people with disability and people from other diverse backgrounds. We are committed to providing a working environment that values diversity and inclusion and supports staff to reach their full potential. For more information  
[www.homeaffairs.gov.au/about-us/careers/working-with-us/workplace-diversity](http://www.homeaffairs.gov.au/about-us/careers/working-with-us/workplace-diversity)

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