

“To provide and sustain decent social and affordable housing opportunities promoting stability and supporting social mobility.”

Officer II

The Housing Authority is seeking to recruit motivated and trustworthy persons to fill position above on an indefinite contract basis.

The recruited employees will be part of a team carrying tasks related to property inspections, investigations and compliance, and back office administrative duties.

These tasks require strict confidentiality, excellent communication and interpersonal skills, together with strong work ethics. Applicant must be able to work independently, collaboratively and in a fast-paced environment. It will be necessary to demonstrate an ability to prioritize workloads, and multi-task effectively. This position will appeal to individuals with a strong commitment to teamwork, cooperation and ability to interact with all levels within the Authority.

Applicants must be in possession of:

- a. Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits or equivalent with regards to programmes commencing as from October 2003) in Management, Administration, Education or in a comparable professional qualification, and O levels in Maltese and English languages together with ECDL (7 modules)
Or
- b. 3 passes at A Level, together with O levels in Maltese and English languages and ECDL (7 modules)
Or
- c. Housing Authority officers holding an A level qualification or Diploma Certificate at MQF Level 4, O levels in Maltese and English languages, ECDL (7 modules) together with one year of experience at the Housing Authority in the grade of Officer I.
Or
- d. Housing Authority officers holding O levels in Maltese and English languages, ECDL (7 modules), together with two years of experience in the grade of Officer I at the Housing Authority.

Interested candidates are invited to submit a letter of application including a detailed CV to the Human Resources Section via email on vacancies.ha@ha.gov.mt. An Interviewing Board will be set up to decide which application merits approval.