

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

Vacancy

Executive Head (Compliance)

The Housing Authority is seeking to fill post of Executive Head – Compliance on a full-time basis, for a definite contract period of three years.

The Role

The Compliance Department at the Housing Authority plays a critical role in ensuring that property leases strictly adhere to legal and regulatory frameworks. Reporting directly to the Chief Officer Property and Projects, the Executive Head will lead the Housing Authority growing enforcement and compliance team, ensuring consistent regulatory adherence with Housing Authority lease contracts and landlord-tenant legislation in private leases.

The role encompasses the development and enforcement of internal policies, proactive risk management, and leading staff to ensure consistent compliance across all properties. It demands a strategic mindset paired with strong leadership and hands-on management capabilities to drive initiatives from concept through execution. Success in this position requires experience in legal and regulatory frameworks, exceptional analytical and communication skills and the ability to foster a culture of accountability and compliance across the residential portfolio.

Requirements

- A recognised Master's qualification at MQF Level 7 (subject to a minimum of 60 ECTS/ECVET credits or equivalent, with regard to programmes commencing as from October 2008) in Law, Compliance, Criminology, Management, Business Administration, or a related field together with eight years of experience in a headship position related to law enforcement and/or Operations on a larger scale.
- or
- A recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent, with regard to programmes commencing as from October 2003) in Law, Compliance, Criminology, Management, Business Administration, or a related field together with ten years of experience in a headship position related to law enforcement and/or Operations on a larger scale.

Main Duties

- Overall responsibility of the Compliance Department, managing employees, ensuring effective performance, development, and personal growth, and alignment with organisational goals
- Lead and manage the Compliance Department to ensure consistent regulatory adherence across all leased properties
- Foster a culture of accountability, transparency, and operational excellence within the team
- Develop, implement and monitor policies and procedures to enhance operational efficiency and sustainability
- Handle HR matters related to Compliance teams, including recruitment, training, performance evaluation, and conflict resolution

- Oversee adherence to leasing contracts and landlord-tenant legislation
- Collaborate with internal and external stakeholders to achieve operational goals and ensuring alignment with legal obligations
- Oversee general inspections, routine inspections, any other investigations and investigative inspections and the execution of enforcement and evictions procedures for surrender of keys, and participate where necessary
- Investigate irregularities and reports regarding upkeep of lifts including vandalism or other challenging behaviour and enforce regulations as applicable
- Ensure all properties under the Housing Authority's responsibility comply with relevant standards and regulations. Maintain common areas to high cleanliness and suitability standards and implement enforcement measures to prevent and address any abuses, vandalism or non-compliance
- Represent the Housing Authority on areas related to Compliance and give witness in court, media, other constituted bodies, or as may be necessary
- Conduct regular reviews and audits to ensure compliance with regulatory requirements and organizational standards
- Be overall responsible for achieving targets set by the Chief Executive Officer and the Chief Officer Property and Projects related to Compliance Department
- Coordinate and compile any required reporting in relation to the Compliance Department
- Other duties as assigned by the Chief Officer / Chief Executive Officer

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 by not later than 28th October 2025. An Interviewing Board will be set up to decide which application merits approval.

JobsPlus Permit: 1009/2025