

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

Officer I

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

Recruited employees will form part of a dedicated team contributing to the effective implementation of the various services, schemes and benefits provided by the Housing Authority.

The ideal applicant is able to work independently, collaboratively, and in a fast-paced environment while delivering a high standard of clerical support. They demonstrate strong organisational skills through clear communication, effective task management, and a proactive, solutions-oriented approach when assisting colleagues and in their day-to-day office operations. They bring sound problem-solving abilities, attention to detail, and professionalism to their work. This role is best suited to someone who values teamwork and cooperation and who can confidently interact with all levels within the Authority.

Applicants must be in possession of:

- i. O Level qualifications in Maltese and English Language, together with three other O level/MQF Level 3 qualifications in any other subject plus ECDL/ICDL Certificate (ECDL/ICDL can be obtained within 3 months from date of employment)

or

- ii. O level qualifications in any 2 subjects plus ECDL/ICDL certificate, together with 5 years of successful service 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.