

“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 in position above on an indefinite contract basis.

The recruited employees are required to be part of a team within various sections carrying out tasks related to:

- **Compliance:** property inspections, investigations and compliance
- **Social Tenancy:** administrative tasks concerning applications for social accommodation and social leases

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. A recognized Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits or equivalent) in Management, Administration, Education or in relevant areas as determined by Management, together with O levels in Maltese and English languages and ECDL Certificate (ECDL can be obtained within 3 months from date of appointment)

Or

- b. A recognized Diploma at MQF Level 4 together with one A Level and O Levels in Maltese and English Languages together with ECDL Certificate (ECDL can be obtained within 3 months from date of appointment)

Or

- c. Two A Levels and O Levels in Maltese and English Languages together with ECDL Certificate (ECDL can be obtained within 3 months from date of appointment)

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.