



Position Title	Sustainable Technical Coordinator
Main Location	Malta Enterprise, Pietà
Team	Sustainable Industrial Development
Reporting Relationship	The post holder will mainly report directly to the Team Leader
Salary Scale	C2

Malta Enterprise is looking for a skilled, dynamic team player to join the Sustainable and Industrial Development team to:

- Provide the technical expertise for the assessment of sustainability parameters of industrial projects/ proposals
- Undertake research for the development of policy guidance on matters related to sustainable industrial development
- Act as a focal point for technical support on matters related to sustainability for the whole organization

Values

Integrity

Be truthful, honest and accountable. Carry out tasks in a professional, ethical, transparent and responsible manner

- The greater good over the personal good
- Confidentiality is key at all times
- Ensure the positive reputation of our entities is maintained throughout

Creativity

Develop an open and creative mindset that lead to innovate working practices.

- Find ways to improve our incentives, systems, processes and communication with stakeholders
- Reduce unnecessary bureaucracy
- Automate internal procedures

Customer-Centricity

Adopting a client centric mind-set whilst being committed to our Client's success. Put clients at the centre of our operation.

- Effective communication is critical to achieve an outstanding quality service in line with industry benchmarks
- Be professional to manage clients' expectations and respond to clients' requests
- All our stakeholders are our clients including but not limited to our colleagues, the government, social and business partners and society

Behavioural Dimensions

- Supporting & Coordinating

Work Aptitudes

- Investigative and Analytical
- Orderly and efficient
- Outgoing and expressive

Minimum Requirements

- MQF L7 (Masters) in Environmental studies or similar, or
- MQF L6 (Bachelors) in Environmental studies or similar + 2 years' relevant work experience in a similar role, or
- 8 years' relevant work experience in a similar role

Disclaimer: This position description describes the general nature and level of work performed in this role. It is not intended to be an exhaustive list of all duties and responsibilities. These are subject to change as needed by management/work exigencies.