AQUATIC SPORTS ASSOCIATION MALTA

"Our Home Is Water"

EUROPEAN AQUATICS · WORLD AQUATICS

26th November 2026

JOB OPPORTUNITY

FACILITIES & LOGISTICS ASSISTANT

ROLE

The Facilities & Logistics Assistant will be responsible for assisting with and carrying out the Association's day-to-day operational and logistical requirements, with particular emphasis on pitch setup, venue operations, stores, and national team kits and equipment.

The role is primarily hands-on and will involve practical work, and providing operational support across the Association's activities.

The successful candidate/s will work closely with the Association's management, technical staff and national team officials.

KEY RESPONSIBILITIES

Pitch Setup & Venue Operations: Assist with and carry out the setup, dismantling and preparation of water polo pitches, swimming lanes and related equipment at the Association's two designated venues, ensuring that facilities are properly prepared for training sessions, competitions and events.

Facilities Coordination: Liaise and coordinate regarding operational requirements, assist with maintenance and minor repair works, ensure general facility readiness and maintain relevant timesheets.

Stores & Inventory Management: Take responsibility for the organisation, upkeep and control of the Association's stores, including handling, organising and maintaining accurate inventory records of equipment, materials and supplies.

National Team Kits & Equipment: Coordinate the distribution, collection, storage and inventory of national team kits, training equipment and other related materials, maintaining appropriate issue and return records.

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Event Support: Provide practical and logistical assistance during competitions, tournaments and other Association activities, ensuring that all operational requirements are properly attended to.

General Duties: Undertake other practical, operational, and logistical duties as may reasonably be required by the Association.

WORKING ARRANGEMENTS

The position requires flexibility in working hours, including evenings, weekends and public holidays, depending on the Association's training and competition schedules.

The successful candidate must be prepared to work flexible hours to accommodate operational requirements, particularly during competition periods and major events.

IDEAL CANDIDATE

The ideal candidate should possess:

- A practical, hands-on approach and willingness to undertake physical and operational work.
- Good organisational and coordination skills.
- Good communication and interpersonal skills.
- Basic administrative abilities.
- The ability to work independently, take initiative and be reliable and responsible.
- The ability to work as part of a team and coordinate with other personnel.
- Flexibility and availability to work evenings and weekends when required.
- A valid driving licence (essential).
- Own transport would be considered an advantage.
- Previous experience in maintenance, general labour, facilities operations, logistics, or sports administration will be considered an asset.

HOW TO APPLY

Interested candidates are invited to apply by sending an email to:

vpadministration@asaofmalta.eu

Alternatively, applications may be submitted via WhatsApp on 99052002.