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NOTIFIKAZZJONIJIET TAL-GVERN

Nru. 171

AĠENT PRIM MINISTRU

NGĦARRFU għall-informazzjoni ta' kulħadd illi fuq il-parir tal-Prim Ministru, il-President ta' Malta ordna illi l-Onor. Owen Bonnici, BA, LLD, MP, Ministru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, jassumi d-dmirijiet addizzjonali ta' Prim Ministru nhar l-Erbgħa, it-8 ta' Frar, 2023 matul l-assenza minn Malta tal-Onor. Robert Abela, KUOM, BA, LLD, Adv. Trib. Melit., MP.

Is-7 ta' Frar, 2023
(OPM/19/2022)

Nru. 172

ĦATRA TA' AĠENT AVUKAT TAL-ISTAT

BIS-SETGĦAT mogħtija bl-Artikolu 91A(1) u bl-Artikolu 124 (5) (a) tal-Kostituzzjoni ta' Malta, il-President ta' Malta, fuq il-parir tal-Prim Ministru, approva l-ħatra bħala Aġent Avukat tal-Istat ta' Dott. Andria Buhagiar, Deputat Avukat tal-Istat, fit-13 ta' Frar, 2023.

It-8 ta' Frar, 2023

Nru. 173

MINISTERU GĦALL-INTERN, IS-SIGURTÀ, IR-RIFORMI U L-UGWALJANZA

Bord tal-Appelli Dwar l-Immigrazzjoni

Diviżjoni II

NGĦARRFU għall-informazzjoni ta' kulħadd illi l-President ta' Malta, skont l-artikolu 25A tal-Kap 217, approva li Dott. Gaynor Saliba tiġi maħtura bħala Membru fuq il-Bord tal-Appelli dwar l-Immigrazzjoni (it-Tieni Diviżjoni) minflok is-Sur Peter Paul Caruana.

Din il-ħatra tibqa' fis-seħħ sal-24 ta' Settembru, 2023.

Id-9 ta' Frar, 2023

Nru. 174

MINISTERU GĦALL-INTERN, IS-SIGURTÀ, IR-RIFORMI U L-UGWALJANZA

Bord tal-Appelli Dwar l-Immigrazzjoni

Diviżjoni II

NGĦARRFU għall-informazzjoni ta' kulħadd illi l-President ta' Malta, skont l-artikolu 25A tal-Kap 217, approva

GOVERNMENT NOTICES

No. 171

ACTING PRIME MINISTER

IT is notified for general information that acting on the advice of the Prime Minister, the President of Malta has directed that Hon. Owen Bonnici, BA, LLD, MP, Minister for the National Heritage, the Arts and Local Government, assumes the additional duties of Prime Minister on Wednesday, 8th February, 2023 during the absence from Malta of the Hon. Robert Abela, KUOM, BA, LLD, Adv. Trib. Melit., MP.

7th February, 2023

No. 172

APPOINTMENT OF ACTING STATE ADVOCATE

IN exercise of the powers conferred by Article 91A(1) and by Article 124 (5) (a) of the Constitution of Malta, the President of Malta, acting on the advice of the Prime Minister, has approved the appointment as Acting State Advocate of Dr Andria Buhagiar, Deputy State Advocate, on the 13th February, 2023.

8th February, 2023

No. 173

MINISTRY FOR HOME AFFAIRS, SECURITY, REFORMS AND EQUALITY

Immigration Appeals Board

Division II

IT is notified for general information that the President of Malta, in terms of article 25A of Cap. 217, has approved Dr Gaynor Saliba to be nominated as a member on the Immigration Appeals Board (Division II) in lieu of Mr Peter Paul Carauna.

The nomination will remain valid until 24th September, 2023.

9th February, 2023

No. 174

MINISTRY FOR HOME AFFAIRS, SECURITY, REFORMS AND EQUALITY

Immigration Appeals Board

Division II

IT is notified for general information that the President of Malta, in terms of article 25A of Cap. 217, has approved Mr

li s-Sur Peter Paul Caruana jiġi maħtur bħala membru sostitut fuq Bord tal-Appelli Dwar l-Immigrazzjoni (Diviżjoni II).

Din il-ħatra tibqa' fis-seħħ sal-24 ta' Settembru, 2023.

Id-9 ta' Frar, 2023

Nru. 175

MINISTERU GĦALL-INTERN, IS-SIGURTÀ, IR-RIFORMI U L-UGWALJANZA

Bord tal-Appelli Dwar l-Immigrazzjoni

Diviżjoni II

NGĦARRFU għall-informazzjoni ta' kulħadd illi l-President ta' Malta, skont l-artikolu 25A tal-Kap 217, approva li s-Sa Valentina Cassar tiġi maħtura bħala segretarja fuq Bord tal-Appelli Dwar l-Immigrazzjoni (Diviżjoni II).

Din il-ħatra tibqa' fis-seħħ sal-24 ta' Settembru, 2023.

Id-9 ta' Frar, 2023

Nru. 176

DIPARTIMENT TAT-TEŻOR

Emenda għall-Prospett Ġenerali li Jirregola il-Ħruġ ta' Stock tal-Gvern ta' Malta fis-Suq Domestiku

BIS-SAĦĦA ta' dan l-Avviż, l-Accountant General qed jippubblika l-emendi li ser jidħlu fis-seħħ fil-Prospett Ġenerali li jirregola l-ħruġ ta' Stock tal-Gvern ta' Malta fis-Suq Domestiku, kif ippubblikat fil-ħarġa tal-Gazzetta tal-Gvern numru 20,097 tat-30 ta' Novembru, 2018.

Illi Sezzjoni 6.2 tal-Prospett Ġenerali li jirregola l-ħruġ ta' Stock tal-Gvern ta' Malta fis-Suq Domestiku jipprovdi:

"6.2 Sottoskrizzjonijiet mhux Kompetittivi minn Investituri mhux Professjonali *(Retail Investors)*

(a) Filwaqt li jiġu kkunsidrati l-kondizzjonijiet tas-suq, l-*Accountant General* jagħti kull opportunità lill-membri tal-pubbliku, speċjalment l-investituri żgħar sabiex jipparteċipaw f'offerti pubbliċi tal-i*Stock* tal-Gvern permezz ta' ħruġ mhux kompetittiv, li normalment isir qabel l-irkant kompetittiv f'każ ta' ħruġ magħqud tal-i*Stock* tal-Gvern ta' Malta.

(b) Kull applikazzjoni għandha ssir bi prezz fiss għal kull Euro 100 nominali espress f'multipli ta' 0.01 ta' Euro 1 (jiġifieri sa żewġ postijiet deċimali, eżempju €102.50), għal ammont nominali mhux anqas mill-minimu stabbilit fiċ-Ċirkolari tal-Offerta u sa massimu ta' Euro 100,000 kull persuna f'multipli ta' Euro 100 f'kull *Stock*."

Peter Paul Caruana to be nominated as a substitute member on the Immigration Appeals Board (Division II).

The nomination will remain valid until 24th September, 2023.

9th February, 2023

No. 175

MINISTRY FOR HOME AFFAIRS, SECURITY, REFORMS AND EQUALITY

Immigration Appeals Board

Division II

IT is notified for general information that the President of Malta, in terms of article 25A of Cap. 217, has approved Ms Valentina Cassar to be nominated as a secretary on the Immigration Appeals Board (Division II).

The nomination will remain valid until 24th September, 2023.

9th February, 2023

No. 176

TREASURY DEPARTMENT

Amendment to the General Prospectus that Governs the Issue of Malta Government Stock in the Domestic Market

BY VIRTUE of this Notice, the Accountant General hereby notifies the following amendments in the General Prospectus that governs the issue of Malta Government Stock in the Domestic Market published in the Government Gazette holding issue number 20,097 dated 30th November, 2018.

Whereas Section 6.2 of the General Prospectus that governs the issue of Malta Government Stock in the Domestic Market reads as follows:

"6.2 Non-Competitive Subscription by Retail Investors

(a) Taking into account market conditions, the Accountant General provides full opportunity for the general public, especially the small saver, to participate in public offers of government stock through the non-competitive subscription process normally staged before the competitive auction in a combined issuance of Malta Government Stock.

(b) Each application must be made at the fixed price for Euro 100 nominal expressed as a multiple of 0.01 of Euro 1 (i.e. to two decimal places, e.g. €102.50) for a nominal amount not below the minimum threshold which is to be established in the Offering Circular and up to a maximum of Euro 100,000 per person in multiples (increments) of Euro 100 in each Stock."

Għaldaqstant, tali dispożizzjoni qed tiġi emendata u sostitwita kif ġej:

"6.2 Sottoskrizzjonijiet mhux Kompetittivi minn Investituri mhux Professjonali (Retail Investors)

(a) Filwaqt li jiġu kkunsidrati l-kondizzjonijiet tas-suq, l-Accountant General jagħti kull opportunità lill-membri tal-pubbliku, speċjalment l-investituri żgħar sabiex jipparteċipaw f'offerti pubbliċi tal-iStock tal-Gvern permezz ta' ħruġ mhux kompetittiv, li normalment isir qabel l-irkant kompetittiv f'każ ta' ħruġ magħqud tal-iStock tal-Gvern ta' Malta.

(b) Kull applikazzjoni għandha ssir bi prezz fiss għal kull Euro 100 nominali espress f'multipli ta' 0.01 ta' Euro 1 (jiġifieri sa żewġ postijiet deċimali, eżempju €102.50), għall-ammont nominali mhux anqas mill-minimu stabbilit fiċ-Ċirkolari tal-Offerta u sa massimu ta' Euro 499,900 kull persuna f'multipli ta' Euro 100 f'kull Stock."

Illi t-Taqsima 6.3 tal-Prospett Ġenerali li jirregola l-ħruġ ta' Stock tal-Gvern ta' Malta fis-Suq Domestiku jipprovdi:

"6.3 Applikazzjonijiet Konġunti (*Joint Holdings*)

(a) Kull applikazzjoni fir-rigward ta' *Stocks* tal-Gvern ta' Malta li tkun f'isem tnejn jew aktar persuni bħala applikazzjoni konġunta għall-i*Stocks* titqies li tkun magħmula minn dawk l-individwi kollha.

(b) Fejn applikazzjoni għal xi *Stock* issir konġunta, kull applikant jista' japplika għal ammont massimu ta' Euro 100,000 f'kull wieħed. Bħala eżempju, żewġ applikanti f'applikazzjoni konġunta jistgħu jissottoskrivu għal massimu ta' Euro 200,000 f' kull *stock* fi ħruġ partikolari."

Għaldaqstant, tali dispożizzjoni qed tiġi emendata u sostitwita kif ġej:

"6.3 Applikazzjonijiet Konġunti (Joint Holdings)

(a) Kull applikazzjoni fir-rigward ta' Stocks tal-Gvern ta' Malta li tkun f'isem tnejn jew aktar persuni bħala applikazzjoni konġunta għall-iStocks titqies li tkun magħmula minn dawk l-individwi kollha.

(b) Fejn applikazzjoni għal xi Stock issir konġunta, kull applikant jista' japplika għal ammont massimu ta' Euro 499,900 f'kull wieħed. Bħala eżempju, żewġ applikanti f'applikazzjoni konġunta jistgħu jissottoskrivu għal massimu ta' Euro 999,800 f'kull stock fi ħruġ partikolari."

Illi bis-saħħa ta' dan l-Avviż tal-Gvern, l-Accountant General qed jgħarraf lill-pubbliku in ġenerali li l-Prospett Ġenerali li jirregola l-ħruġ ta' Stock tal-Gvern ta' Malta fis-Suq Domestiku għandu jinqara u jinftiehem ħaġa waħda u fl-intier kollu tiegħu.

Id-9 ta' Frar, 2023

and shall be substituted by the following provision:

"6.2 Non-Competitive Subscription by Retail Investors

(a) Taking into account market conditions, the Accountant General provides full opportunity for the general public, especially the small saver, to participate in public offers of government stock through the non-competitive subscription process normally staged before the competitive auction in a combined issuance of Malta Government Stock.

(b) Each application must be made at the fixed price for Euro 100 nominal expressed as a multiple of 0.01 of Euro 1 (i.e. to two decimal places, e.g. €102.50) for a nominal amount not below the minimum threshold which is to be established in the Offering Circular and up to a maximum of Euro 499,900 per person in multiples (increments) of Euro 100 in each Stock."

Whereas Section 6.3 of the General Prospectus that governs the issue of Malta Government Stock in the Domestic Market reads as follows:

"6.3 Joint Holdings

(a) Any application with respect to Malta Government Stocks in the names of two or more persons as joint stock applicants is deemed to have been made by all such individuals.

(b) Where an application for a Stock is made jointly, each joint applicant can apply for a maximum of Euro 100,000 each in each Stock. For example, two joint applicants may subscribe for a maximum of Euro 200,000 in each Stock of a particular issue."

and shall be substituted by the following provision:

"6.3 Joint Holdings

(a) Any application with respect to Malta Government Stocks in the names of two or more persons as joint stock applicants is deemed to have been made by all such individuals.

(b) Where an application for a Stock is made jointly, each joint applicant can apply for a maximum of Euro 499,900 each in each Stock. For example, two joint applicants may subscribe for a maximum of Euro 999,800 in each Stock of a particular issue."

Whereas by virtue of this Government Notice, the Accountant General hereby notifies the general public that the General Prospectus that governs the issue of Malta Government Stock in the Domestic Market shall be read and construed as one in its whole entirety.

9th February, 2023

Nru. 177

Repubblika ta' Malta
Ministeru għall-Finanzi u x-Xogħol
Dipartiment tat-Teżor

Ħruġ ta'
Stocks tal-Gvern ta' Malta
Ħruġ Magħqud (Combined Issuance)

3.50% Stock tal-Gvern ta' Malta 2028 (VI)
Investituri mhux Professjonali (Retail) - ISIN: MT0000013640
Investituri Wholesale (B' Irkant) - ISIN: MT0000013657
Wara l-ħlas tal-ewwel imgħax l-iStock jingħaqad taħt ISIN: MT0000013665

u

4.00% Stock tal-Gvern ta' Malta 2043 (I)
Investituri mhux Professjonali (Retail) - ISIN: MT0000013673
Investituri Wholesale (B' Irkant) - ISIN: MT0000013681
Wara l-ħlas tal-ewwel imgħax l-iStock jingħaqad taħt ISIN: MT0000013699

Ħruġ Magħqud (Combined Issuance) ta' Euro 200,000,000 soġġett għal Dritt li jiżdied b'ammont sa massimu ta' Euro 150,000,000 oħra fil-każ lid-domanda tkun aktar mill-ammont offrut

Data taċ-Ċirkolari tal-Offerta: 9 ta' Frar, 2023

ĊIRKOLARI TAL-OFFERTA

1. Ħruġ ta' Stocks tal-Gvern ta' Malta

L-Accountant General qiegħed joffri s-somma totali ta' Euro 200,000,000 nominali f'xi wieħed jew f'kull wieħed minn dawn iż-żewġ stocks imsemmija hawn taħt:

(1) **3.50% Stock tal-Gvern ta' Malta 2028 (VI)**; u
(2) **4.00% Stock tal-Gvern ta' Malta 2043 (I)**.

2. Ġenerali

Din iċ-Ċirkolari tal-Offerta qiegħda tinħareġ skont l-artikolu 25(1) tal-Att dwar Self tal-Gvern u l-Amministrazzjoni tad-Dejn Pubbliku (Kap. 575 tal-Liġijiet ta' Malta), ir-regola 6(3) tar-Regolamenti tal-iStocks tal-Gvern ta' Malta u skont l-arranġamenti kif deskritti fil-Prospett Ġenerali tal-iStocks tal-Gvern ta' Malta relatati mal-ħruġ ta' Stocks tal-Gvern ta' Malta ppublikat fil-Gazzetta tal-Gvern tat-30 ta' Novembru 2018 flimkien mal-emendi sussegwenti li ġew ippubblikati tramite n-Notifikazzjoni tal-Gvern Nru. 176 ippubblikat fil-Gazzetta tal-Gvern ta' nhar il-Ħamis id-9 ta' Frar 2023. It-termini tal-Prospett Ġenerali japplikaw għall-iStocks tal-Gvern ta' Malta msemmija aktar 'l fuq u għall-metodu li bih qegħdin jinħarġu (ħruġ magħqud) ħlief meta speċifikament jiġi provdut mod ieħor.

Il-Malta Stock Exchange plc, kumpanija pubblika b' responsabbiltà limitata legalment irreġistrata u validament eżistenti taħt il-liġijiet ta' Malta bin-numru tar-reġistrazzjoni tal-kumpanija C 42525 u bl-uffiċċju tagħha rreġistrat f' Garrison Chapel, Castille Place, il-Belt Valletta, VLT 1063, Malta, ġiet appuntata esklussivament bħala Registration Manager **għall-parti tal-ħruġ intenzjonat għall-investituri mhux professjonali (retail).**

3. Ħlas ta' Mgħax

L-imgħax fuq kull Stock jitħallas kull sitt xhur b'lura u jinħadem skont sub artikoli 4.1 (a) sa 4.1 (d) tal-Prospett Ġenerali.

(a) Imgħax bir-rata ta' 1.75% tat-3.50% Stock tal-Gvern ta' Malta 2028 (VI) jitħallas kull sitt xhur b'lura fis-7 ta' Jannar u fis-7 ta' Lulju ta' kull sena waqt il-kors tal-iStock ħlief għall-ewwel ħlas ta' mgħax li jsir fis-7 ta' Lulju 2023 kif ġej:

(i) Fil-każ ta' applikazzjonijet sottomessi mill-membri tal-pubbliku taħt sub artikolu 5 (a) aktar 'l isfel (ħruġ mhux kompetittiv) li jiġu aċċettati, l-ewwel ħlas ta' mgħax isir bir-rata ta' 1.256906% u jkopri mgħax imħallas b'lura għall-perjodu mis-27 ta' Frar 2023 (id-data tal-ħruġ) sas-6 ta' Lulju 2023 (iż-żewġ dati inklużi);

(ii) Fil-każ ta' offerti sottomessi minn investituri wholesale taħt sub artikolu 5 (b) aktar 'l isfel (ħruġ b'irkant) li jiġu aċċettati, l-ewwel ħlas ta' mgħax isir bir-rata ta' 1.247238% u jkopri mgħax imħallas b'lura għall-perjodu mid-data meta jsir il-ħlas tal-irkant, it-28 ta' Frar 2023 (id-data tal-ħruġ) sas-6 ta' Lulju 2023 (iż-żewġ dati inklużi).

(b) Imgħax bir-rata ta' 2.00% tal-4.00% Stock tal-Gvern ta' Malta 2043 (I) jitħallas kull sitt xhur b'lura fis-26 ta' Mejju u fis-26 ta' Novembru ta' kull sena waqt il-kors tal-iStock ħlief għall-ewwel ħlas ta' mgħax li jsir fis-26 ta' Mejju 2023 kif ġej:

(i) Fil-każ ta' applikazzjonijet sottomessi mill-membri tal-pubbliku taħt sub artikolu 5 (a) aktar 'l isfel (ħruġ mhux kompetittiv) li jiġu aċċettati, l-ewwel ħlas ta' mgħax isir bir-rata ta' 0.972376% u jkopri mgħax imħallas b'lura għall-perjodu mis-27 ta' Frar 2023 (id-data tal-ħruġ) sal-25 ta' Mejju 2023 (iż-żewġ dati inklużi);

(ii) Fil-każ ta' offerti sottomessi minn investituri wholesale taħt sub artikolu 5 (b) aktar 'l isfel (irkant) li jiġu aċċettati, l-ewwel ħlas ta' mgħax isir bir-rata ta' 0.961326% u jkopri mgħax imħallas b'lura għall-perjodu mid-data meta jsir il-ħlas tal-irkant, it-28 ta' Frar 2023 (id-data tal-ħruġ) sal-25 ta' Mejju 2023 (iż-żewġ dati inklużi).

4. Maturità

L-iStocks li ser jinħarġu ser jinfdew kif jidher hawn taħt:

(a) It-**3.50% Stock tal-Gvern ta' Malta 2028 (VI)** għandu jinfeda b'parità **fis-7 ta' Lulju 2028**; u

(b) L-**4.00% Stock tal-Gvern ta' Malta 2043 (I)** għandu jinfeda b'parità **fis-26 ta' Novembru 2043**.

5. Ħruġ u Metodu ta' kif isiru l-Applikazzjonijiet

Il-ħruġ tal-iStocks tal-Gvern ta' Malta għandu jsir permezz ta' ħruġ magħqud (combined issuance) magħmul minn żewġ elementi, (1) porzjon ta' ħruġ mhux kompetittiv tipikament għas-settur ta' investituri mhux professjonali (retail) u fl-istess ħin (2) porzjon ta' ħruġ b'irkant kompetittiv għall-investituri wholesale.

a) Investituri mhux Professjonali (Retail Investors):

Applikazzjonijet fil-parti mhux kompetittiva tal-ħruġ jistgħu jsiru minn investituri mhux professjonali (retail) f'isimhom għall-benefiċċju tagħhom jew flimkien ma' individwu wieħed jew aktar. L-applikazzjonijiet għandhom isiru skont is-subartikolu 6.2 sa subartikolu 6.7 tal-Prospett Ġenerali. Applikanti taħt din il-kategorija ma jistgħux japplikaw ukoll taħt is-sub artikolu 5b.

Applikazzjonijiet mhux kompetittivi għandhom isiru għal minimu ta' €100 sa ammont massimu ta' €499,900 nominali kull persuna f'multipli ta' €100, f'xi wieħed jew aktar miż-żewġ stocks, bil-prezz fiss li jiġi stabbilit għal kull stock nhar **il-Ħamis, 16 ta' Frar 2023** skont Artiklu 7 tal-Prospett Ġenerali.

L-applikazzjonijiet kollha għandhom isiru fuq il-formola preskritta. Formoli tal-applikazzjoni jistgħu jinkisbu mingħand u jiġu depożitati għand il-membri kollha tal-Borża ta' Malta u Provdituri ta' Servizzi ta' Investiment oħra awtorizzati, jew jistgħu jitniżżlu wkoll minn fuq is-sit elettroniku tat-Teżor (www. treasury.gov.mt).

Applikazzjonijiet li jsiru f'isem 'Nominee a/c' u/jew 'Clients a/c' għan-nom ta' klijenti jiġu aċċettati biss jekk dawn ikollhom magħhom lista' bin-numru tal-karta tal-identità, jew fil-każ ta' korp ġuridiku, in-numru ta' identita' relevanti tal-klijenti rispettivi tagħhom. L-ammont li japplikaw għalih persuna waħda u/jew żewġ persuni jew aktar flimkien li jissotomettu applikazzjoni taħt 'Nominee a/c' u/jew 'Clients a/c' ma jistgħux jeċċedu €499,900 kull persuna f'xi wieħed jew aktar miż-żewġ Stocks.

b) Investituri Wholesale (Irkant):

L-applikazzjonijiet fil-parti kompetitiva tal-ħruġ għandhom isiru permezz ta' offerti b'irkant b'mod kompetittiv skont Artikolu 8 tal-Prospett Ġenerali.

(i) Kull applikazzjoni f'xi wieħed jew aktar miż-żewġ stocks għandhom ikunu magħmulin f'offerti b'irkant għal minimu ta' €500,000 nominali u f'multipli ta' €500,000. Applikanti taħt din il-kategorija ma jistgħux japplikaw ukoll taħt is-sub-artiklu 5 (a).

(ii) Offerti li jridu jsiru fuq il-formoli preskritti għandhom jintbagħtu permezz ta' e-mail fl-indirizzi indikati fuq il-formola tal-applikazzjoni jew permezz ta' fax fuq 2596 7210 jew jintefgħu fil-Kaxxa tal-Offerti tat-Teżor, il-Floriana u għandhom jaslu sa mhux aktar tard mid-data u l-ħin tal-għeluq kif indikat fl-Artikolu 6 (b) aktar 'l isfel.

(iii) Formoli tal-applikazzjoni jistgħu jinkisbu mingħand il-membri kollha tal-Borża ta' Malta u Provdituri ta' Servizzi ta' Investiment oħra awtorizzati, jew jistgħu jitniżżlu wkoll minn fuq is-sit elettroniku tat-Teżor (www. treasury.gov.mt).

c) L-Accountant General jirriżerva d-dritt li jirrifjuta kull applikazzjoni mhux kompettitiva jew kull offerta kompettiva jew parti minnha.

d) Ebda applikazzjoni ma tista' tiġi rtirata wara l-ħin tal-għeluq.

6. Ftuħ u Ħin tal-Għeluq tal-Applikazzjonijiet għall-Investituri Mhux Professjonali (retail) u tal-Offerti b'Irkant

L-applikazzjonijiet jiftħu u jagħlqu fil-ħinijiet u d-dati kif indikati f'paragrafi 6(a) u 6(b) aktar 'l isfel, jew aktar kmieni fid-diskrezzjoni tal-Accountant General:

a) Investituri mhux professjonali (Retail):

L-applikazzjonijiet mill-investituri mhux professjonali (retail) jiftħu **t-Tnejn, 20 ta' Frar 2023 fit-8.30 a.m.** u jagħlqu **l-Erbgħa, 22 ta' Frar 2023 fis-2.30 p.m.**

b) Wholesale (Auction):

Wara l-għeluq tal-applikazzjonijiet għall-investituri mhux professjonali (retail) se jkun hemm irkant għall-investituri wholesale. L-applikazzjonijiet magħmulin f'offerti jiftħu nhar **il-Ġimgħa, 24 ta' Frar 2023 fit-8.30 a.m.** u jagħlqu **f'nofsinhar (CET) tal-istess ġurnata**.

7. Pubblikazzjoni tal-Prezz Fiss Marbut mal-Parti tal-Ħruġ Mhux Kompettitiv (Retail)

L-Accountant General iħabbar il-prezz fiss għal kull stock offrut taħt il-parti mhux kompettitiva ta' dan il-ħruġ intenzjonat għall-investituri mhux professjonali (retail) nhar **il-Ħamis, 16 ta' Frar 2023** wara l-għeluq tas-suq sekondarju tal-Borża ta' Malta. Il-prezzijiet jiġu ppubblikati mid-Dipartiment tal-Informazzjoni tal-Gvern ta' Malta permezz ta' Stqarrija għall-Istampa u jiġu ppubblikati wkoll fuq is-sit elettroniku tat-Teżor.

8. Allokazzjoni

L-Allokazzjoni ssir skont is-sub artikoli 10.1 (a) sa 10.1 (e) tal-Prospett Ġenerali tal-iStock tal-Gvern ta' Malta. L-applikazzjonijiet sottomessi minn l-investituri mhux professjonali (retail) li applikaw bil-prezz fiss imħabbar minn qabel taħt il-parti mhux kompettiva tal-ħruġ ser jiġu allokati l-ewwel.

9. Għażla ta' Over-allotment

Is-somma ta' flus li għandha tinġabar f'xi wieħed jew aktar miż-żewġ Stocks tkun ta' Euro 200,000,000. L-Accountant General jirriserva d-dritt li jżid is-somma li għandha tinġabar b'ammont addizzjonali sa massimu ta' Euro 150,000,000 oħra f'każ li d-domanda tkun aktar mill-ammont offrut.

10. Fungibility

L-Accountant General iżomm id-dritt li joħroġ, fil-futur, ammonti addizzjonali minn kull Stock imsemmi fi tranches oħra. Fil-każ ta' aktar ħruġ minn dawn l-iStocks, huma jkollhom l-istess drittijiet bħall-iStocks eżistenti, u jkunu soġġetti għall-istess termini u kondizzjonijiet li japplikaw għal dawn l-iStocks. Fil-każ li dawn l-iStocks jerġgħu jinħarġu fil-futur dawn għandhom jiġu integrati mal-iStock eżistenti u jitqiesu bħala Stock wieħed.

11. Negozju fil-Borża ta' Malta

a) Skont l-Att dwar is-Swieq Finanzjarji (Kap. 345 tal-Liġijiet ta' Malta), saret applikazzjoni għand l- Awtorità għas-Servizzi Finanzjarji ta' Malta biex kull Stock jiġi elenkat fil-Lista Uffiċċjali u jkun jista' jiġi negozjat fis-suq regolat tal-Borża ta' Malta.

b) Fis-7 ta' Lulju 2023 wara l-pagament tal-ewwel imgħax kif muri f'sub artikoli 3(a) (i) u 3(a) (ii) kull ammont allokat fit-3.50% Stock tal-Gvern ta' Malta 2028 (VI) jiġi integrat u wara jitqies bħala stock wieħed taħt ISIN MT0000013665.

c) Fis-26 ta' Mejju 2023 wara l-pagament tal-ewwel imgħax kif muri f'sub artikoli 3(b) (i) u 3(b) (ii) kull ammont allokat fl-4.00% Stock tal-Gvern ta' Malta 2043 (I) jiġi integrat u wara jitqies bħala stock wieħed taħt ISIN MT0000013699.

12. Ħlas għall-Bejgħ tal-iStocks

a) Investituri mhux Professjonali (Retail):

L-ammont dovut mingħand l-investituri mhux professjonali (retail) għall-applikazzjonijiet magħmula taħt il-parti tal-ħruġ mhux kompettitiv għandu jitħallas mal-applikazzjoni skont is-sub artikolu 13.1 (a) tal-Prospett Ġenerali.

b) Investituri Wholesale (Irkant):

L-offerenti li l-offerti tagħhom jiġu milqugħa fl-irkant għandhom iħallsu l-ammont dovut skont is-sub artikoli 13.1 (b) sa 13.1 (e) tal-Prospett Ġenerali. Għaldaqshekk, il-ħlas tal-offerti milqugħa għandu jsir sa mhux aktar tard **mill-10.00 ta' filgħodu (CET) tat-Tlieta, 28 ta' Frar 2023 skont il-konvenzjoni tas-suq T+2**.

13. Liġi Applikabbli u Ġurisdizzjoni

Il-leġislazzjoni rilevanti li taħtha qegħdin jinħarġu l-iStocks tal-Gvern ta' Malta hi (a) l-Att dwar Self tal-Gvern u l-Amministrazzjoni tad-Dejn Pubbliku (Kap. 575 tal-Liġijiet ta' Malta), (b) ir-Regolamenti dwar l-iStocks tal-Gvern ta' Malta u (c) l-Prospett Ġenerali tal-iStock tal-Gvern ta' Malta.

Kull proċeduri legali li jkollhom x'jaqsmu ma' dawn il-prospetti li jirregolaw il-ħruġ tal-iStocks tal-Gvern ta' Malta għandhom ikunu regolati u nterpretati skont il-liġijiet ta' Malta. Il-Qrati Maltin għandhom ġurisdizzjoni esklussiva biex jisimgħu u jiddeċiedu f'kull tilwima li tista' tinqala' taħt dawn il-prospetti.

14. Klawsoli ta' Azzjonijiet Kollettivi

Dawn l-iStocks huma soġġetti għall-Klawsoli ta' Azzjonijiet Kollettivi li sommarju tagħhom jinsab fil-Prospett Ġenerali tal-iStock tal-Gvern ta' Malta. Il-Klawsoli ta' Azzjoni Kollettiva sħaħ u fid-dettal kollu tagħhom jinsabu fuq is-sit elettroniku tat-Teżor fis-sezzjoni riservata għad-Direttorat tal-Amministrazzjoni tad-Dejn Pubbliku. Skont id-deċiżjoni tal-Kunsill Ewropew tal-24 u l-25 ta' Marzu 2011, u skont paragrafu 3 tal-Artikolu 12 tat-Trattat li jistabillixxi l-Mekkaniżmu ta' Stabbilità Ewropea (ESM), il-mudell KAK sar mandatorju għat-titoli ġodda tal-gvern li jimmaturaw 'l fuq minn sena maħruġa mill-pajjiżi taż-żona euro, mill-1 ta' Jannar 2013 'il quddiem.

Nota: Il-valur tal-investiment jista' jitla' u/jew jinżel matul iż-żmien li l-iStock ikun fis-suq.

It-Teżor
Direttorat tal-Amministrazzjoni tad-Dejn Pubbliku
Il-Furjana - Malta

Id-9 ta' Frar, 2023

No. 177

Republic of Malta
Ministry for Finance and Employment
Treasury Department

Issue of
Malta Government Stocks
Combined Issuance

3.50% Malta Government Stock 2028 (VI)
Retail Investors - ISIN: MT0000013640
Wholesale Investors (Auction) - ISIN: MT0000013657
ISIN following the merge of the Stock after the first interest payment: MT0000013665

and

4.00% Malta Government Stock 2043 (I)
Retail Investors - ISIN: MT0000013673
Wholesale Investors (Auction) - ISIN: MT0000013681
ISIN following the merge of the Stock after the first interest payment: MT0000013699

Combined Issuance of Euro 200,000,000 subject to an over-allotment option of Euro 150,000,000 in the event of oversubscription

Date of issue of the Offering Circular: 9th February, 2023

OFFERING CIRCULAR

1. Issuance of Malta Government Stocks

The Accountant General is offering an aggregate nominal amount of Euro 200,000,000 of Malta Government Stocks which are being offered and made available in any one or any combination of the following two Stocks:

(1) **3.50% Malta Government Stock 2028 (VI);** and
(2) **4.00% Malta Government Stock 2043 (I)**.

2. General

This Offering Circular is issued in terms of article 25(1) of the Government Borrowing and Management of Public Debt Act (Cap. 575 of the Laws of Malta), Regulation 6(3) of the Malta Government Stocks Regulations and in terms of the arrangements described in the General Prospectus of the Malta Government Stocks related to the issuance of Malta Government Stocks published on the Government Gazette of the 30th November 2018 together with its subsequent amendments published by virtue of Government Notice No. 176 in the Government Gazette of Thursday the 9th of February 2023. The terms of the General Prospectus apply to the above Malta Government Stocks and to the combined issuance described in this Offering Circular except where expressly varied.

The Malta Stock Exchange plc, a public limited liability company duly registered and validly existing under the laws of Malta with company registration number C 42525 and with its registered office at Garrison Chapel, Castille Place, Valletta, VLT 1063, Malta has been appointed as exclusive Registration Manager to The Treasury in relation to the **non-competitive part of this issuance intended for retail investors**.

3. Payment of Interest

Interest on each Stock is payable half yearly in arrears and is calculated in accordance with sub-articles 4.1(a) to 4.1(d) of the General Prospectus.

(a) Interest at the rate of 1.75% in respect of the 3.50% Malta Government Stock 2028 (VI) shall be payable semi-annually in arrears on the 7th January and 7th July in every year for the duration of the Stock save for the first interest payment which will be on the 7th July 2023 as follows:

(i) In the case of accepted applications submitted by members of the public under sub-article 5 (a) below (non-competitive issue), the first interest payment will be made at the rate of 1.256906% and will include accrued interest for the period from 27th February 2023 (the issue date) up to and including the 6th July 2023 (both dates inclusive);

(ii) In the case of accepted bids submitted by wholesale investors under sub-article 5 (b) (auction system), the first interest payment will be made at the rate of 1.247238% and will include accrued interest for the period from the settlement date of the auction, 28th February 2023 (the issue date) up to and including the 6th July 2023 (both dates inclusive).

(b) Interest at the rate of 2.00% in respect of the 4.00% Malta Government Stock 2043 (I) shall be payable semi-annually in arrears on the 26th May and 26th November in every year for the duration of the Stock save for the first interest payment which will be paid on 26th May 2023 as follows:

(i) In the case of accepted applications submitted by members of the public under sub-article 5 (a) below (non-competitive), the first interest payment will be made at the rate of 0.972376% and will include accrued interest for the period from 27th February 2023 (the issue date) up to and including the 25th May 2023 (both dates inclusive);

(ii) In the case of accepted bids submitted by wholesale investors under sub-article 5 (b) below (auction system), the first interest payment will be made at the rate of 0.961326% and will include accrued interest for the period from the settlement date of the auction, 28th February 2023 (the issue date) up to and including the 25th May 2023 (both dates inclusive).

4. Maturity

The stocks on issue shall be redeemed as follows:

(a) The **3.50% Malta Government Stock 2028 (VI)** will be repaid at par on the **7th July 2028**; and

(b) The **4.00% Malta Government Stock 2043 (I)** will be repaid at par on the **26th November 2043**.

5. Issuance and Method of Application

The issuance of the Malta Government Stocks shall be done by way of combined issuance, composed of two elements, (1) a portion by non-competitive issuance typically for retail investors and simultaneously (2) a portion by competitive auction for wholesale investors.

a) Retail Investors:

Applications for the non-competitive part of the issuance can be made by retail investors in their own name for their own benefit or jointly with one or more eligible persons. The applications shall be made in accordance with sub-article 6.2 to sub-article 6.7 of the General Prospectus. Applicants under this category are precluded from applying also under sub-article 5b.

Non-competitive application forms must be made for a minimum of €100 up to a maximum amount of €499,900 nominal per person in multiples of €100 in any or each of the two stocks at the fixed price to be established for each stock on **Thursday, 16th February 2023** in accordance with Article 7 of the General Prospectus.

All applications are to be made on the prescribed form. Application forms may be obtained from and lodged with any of the members of the Malta Stock Exchange and other Authorised Investment Service Providers. Applications can also be downloaded from Treasury's website at (www.treasury.gov.mt).

Applications in the name of 'Nominee a/c' and/or 'Clients a/c' for and on behalf of clients will only be accepted if accompanied by a list showing the identity card number or in case of a body corporate, the relevant identification number of their respective clients. The amount applied for by any single person or jointly with one or more eligible person as joint applicants, listed under the 'Nominee a/c' and/or 'Clients a/c' must not exceed €499,900 in nominal value per person in any or each of the two stocks.

b) Wholesale investors (Auction):

The applications for the competitive part of the issuance shall be made on a competitive basis by auction in accordance with Article 8 of the General Prospectus.

(i) Each application in any or each of the two Stocks must be in the form of a competitive bid for a minimum nominal value of €500,000 and in multiples of €500,000 each thereafter. Applicants under this category are precluded from applying also under sub-article 5 (a).

(ii) Bids on the prescribed application forms are to be transmitted by e-mail at the e-mail addresses indicated on the application form or by fax on 2596 7210 or lodged by hand at the Treasury Tender Box at the Treasury's premises in Floriana and are to be received by not later than the closing date and time indicated at Article 6 (b) below.

(iii) Application forms may be obtained from all members of the Malta Stock Exchange, other authorised Investment Service Providers or downloaded from Treasury's website at (www.treasury.gov.mt).

c) The Accountant General reserves the right to reject any non-competitive application or any or part of any competitive bid.

d) All applications will be irrevocable after the closing time.

6. Opening and Latest Time for Submission of Retail Applications and Auction Bids

The applications open and close on the time and dates as indicated in paragraphs 6(a) and 6(b) below, or earlier at the discretion of the Accountant General:

a) Retail Investors

Applications for retail investors open at **8.30 a.m. on Monday, 20th February 2023** and close at **2.30 p.m. on Wednesday, 22nd February 2023**.

b) Wholesale Investors (Auction)

After the closure of the application window reserved for retail investors, there shall be a bidding window for wholesale investors. Applications (bids) for participation in the competitive auction open at **8.30 a.m. on Friday, 24th February 2023** and close on **the same day at noon (CET)**.

7. Publication of the Fixed Price linked to the Non-Competitive part of the Issue (Retail)

The Accountant General will announce the fixed price of each stock offered under the Non-competitive element of the combined issuance (Retail) on **Thursday, 16th February 2023**, after the close of business of the secondary market of the Malta Stock Exchange. The fixed price will be published by a Press Release to be issued by the Department of Information of the Government of Malta as well as on Treasury's website.

8. Allotment

Allotment will be made in accordance with sub-articles 10.1(a) to 10.1(e) of the Malta Government Stock General Prospectus. Retail investors who applied at the pre-announced fixed price under the non-competitive element of the issuance will be allocated first.

9. Over-allotment Option

The sum of money to be raised in any one or any combination of the two Stocks shall in the aggregate be Euro 200,000,000. The Accountant General reserves the right to increase the sum of money to be raised by an additional amount of up to a maximum of Euro 150,000,000 in the event of oversubscription.

10. Fungibility

The Accountant General reserves the right to issue, in future, additional amounts of each of the mentioned Stocks in further tranches. In the event of such further issues of these Stocks, they will carry the same rights as the existing Stocks and will be subject to the terms and conditions applicable to these Stocks. Further issues of these Stocks will be integrated with the respective existing Stock and will be deemed to be one Stock.

11. Trading on the Malta Stock Exchange

a) Pursuant to the Financial Markets Act (Cap. 345 of the Laws of Malta), an application has been made to the Malta Financial Services Authority for the Stocks to be admitted to the Official List of the Malta Stock Exchange (MSE) and to be admitted for trading on the MSE's regulated market.

b) On the 7th July 2023 after the payment of the first interest as indicated in sub-articles 3(a) (i) and 3(a) (ii) any amount allotted in the 3.50% Malta Government Stock 2028 (VI) shall be integrated and thereafter shall be deemed to be one Stock under ISIN MT0000013665.

c) On the 26th May 2023 after the payment of the first interest as indicated in sub-articles 3(b) (i) and 3(b) (ii) any amount allotted in the 4.00% Malta Government Stock 2043 (I) shall be integrated and thereafter shall be deemed to be one Stock under ISIN MT0000013699.

12. Settlement of Payment for Sale of Stock

(a) Retail Investors:

The amount due by retail investors in respect of applications submitted under non-competitive applications shall be settled with the applications in accordance with sub-article 13.1 (a) of the General Prospectus.

(b) Wholesale Investors (Auction):

Successful bidders at the auction shall settle the amount due in accordance with sub-articles 13.1(b) to 13.1(e) of the General Prospectus. For this purpose, the latest time and date for settlement of successful bids shall take place on **Tuesday, 28th February 2023 at 10.00 a.m. CET on a T+2 basis**.

13. Governing Law and Jurisdiction

The relevant legislation under which Malta Government Stocks are being issued are (a) The Government Borrowing and Management of Public Debt Act (Cap. 575 of the Laws of Malta), (b) the Malta Government Stocks Regulations and (c) the Malta Government Stock General Prospectus.

Any legal proceedings arising under these prospectuses governing the issuance of Malta Government Stocks will be governed by and construed in accordance with the laws of Malta. The Courts of Malta will have exclusive jurisdiction in relation to any dispute that may arise out or in connection with Malta Government Stocks issued under these prospectuses.

14. Collective Action Clauses

These Stocks are subject to the Collective Action Clauses, a summarised version of which can be found in the Malta Government Stock General Prospectus. The full terms of the CACs can be found on Treasury's website under the section reserved for the Debt Management Directorate. Pursuant to the decision of the European Council of 24th-25th March 2011, and in accordance with Paragraph 3 of Article 12 of the European Stability Mechanism (ESM) Treaty, the model Collective Action Clauses (CACs) became mandatory in all new euro area government securities with maturity above one year issued on or after 1st January 2013.

Note: The value of the investment may go up and/or down during the tenor of the stock.

The Treasury
Debt Management Directorate
Floriana – Malta

9th February, 2023

Nru. 178

ELEZZJONI KAŻWALI 2023
IL-GUDJA

Dikjarazzjoni tar-Riżultat ta' Elezzjoni Każwali

AĦNA, li ffirmajna isimna hawn taħt, Kummissjonarji Elettorali fl-Elezzjoni Każwali ta' Kunsillier, li saret fis-7 jum ta' Frar, 2023, biex jimtela l-post li tbattal minn Calleja Mario, Kunsillier għal-lokalità hawn fuq imsemmija, hawnhekk ngħarrfu illi l-poloz tal-votazzjoni fil-pakkett issiġillat tal-Kunsillier li l-post tiegħu tbattal ġew eżaminati u trasferiti skont il-liġi lill-kandidati nominati validament u li r-riżultat huwa kif jidher hawn taħt:

No. 178

CASUAL ELECTION 2023
IL-GUDJA

Declaration of Result of a Casual Election

WE, the undersigned, Electoral Commissioners at the Casual Election of a Councillor, held on the 7th day of February, 2023, to fill the post vacated by Calleja Mario, an elected Councillor for the said locality, do hereby give notice that the ballot papers in the sealed parcel of the vacating Councillor were duly examined and transferred according to the validly nominated candidates and that the result is as shown hereunder:

Numru ta' voti fil-Pakkett *Number of votes in Parcel* } **361**

Numru ta' Kunsilliera li għandhom jiġu eletti *Number of Councillors to be elected* } **1**

Kwota *Quota* } **181**

Isem tal-Kandidati *Name of Candidates*	Għadd1 *1st Count*	Għadd 2 *2nd Count*	
	Voti *Votes*	Trasferiment tal-Voti ta' Agius Angelo	Riżultat
PARTIT LABURISTA			
AGIUS ANGELO	125	- 125	–
FENECH GEORGE	168	+ 120	288E
Voti Mhux Trasferibbli *Non-Transferable Papers*	68	+ 5	73
Totali *Totals*	361		361

AĦNA hawnhekk ngħarrfu illi FENECH GEORGE ġie kif mistħoqq elett Kunsillier għal-lokalità msemmija hawn fuq.
WE do hereby declare that is duly elected Councillor for the above-mentioned locality.

Id-data tal-lum is-7 jum ta' Frar, 2023
Dated this 7th day of February, 2023

JOE CAMILLERI
Kummissjonarju Elettorali Prinċipali
Chief Electoral Commissioner

M. CALLUS V. DALLI R. DIMECH D. GALEA M. MIZZI
M. PORTELLI S. SANT V. SCERRI A. SCIBERRAS J. SCICLUNA

Kummissjonarji Elettorali
Electoral Commissioners

Id-9 ta' Frar, 2023 9th February, 2023

Nru. 179

ATT DWAR IR-REĠISTRAZZJONI TA' ARTIJIET (KAP. 296)

Avviż li hemm il-Ħsieb li Titoli ta' Art Jiġu Rreġistrati

B'DAN qed navża li jien irċevejt l-applikazzjonijiet li ġejjin għar-reġistrazzjoni ta' titoli ta' art deskritti hawn taħt minn:

No. 179

LAND REGISTRATION ACT (CAP. 296)

Notice of Intention to Register Titles to Land

NOTICE is hereby given that I have received the following applications to register titles to land described below from:

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Il-Birgu	Utile Dominju Temporanju St Angelo Mansions, Blokk 12, Appartament 12 u car space A18, Vittoriosa Marina	Winslow lil Alan Francis et		LRA374/2023
Birgu	*Temporary Utile Dominium St Angelo Mansions, Block 12, Appartment 12, and car space A18, Vittoriosa Marina*	*Winslow lil Alan Francis et*		
Birkirkara	Utile Dominju Perpetwu Garaxx 32, Triq Ġuzè Orlando	Grimzee Limited		LRA429/2023
Birkirkara	*Perpetual Utile Dominium Garage 32, Triq Ġuzè Orlando*	*Grimzee Limited*		
Birżebbuġa	Utile dominju Temporanju Dar 13, 'Thisildome', Triq il-Bżulija	Busuttil Consiglio		LRA498/2023
Birżebbuġa	*Temporary Utile Dominium House 13, 'Thisildome', Triq il-Bżulija*	*Busuttil Consiglio*		
Ħ'Attard	Dritt ta' Kumpens art tal-kejl 185m.k. parti minn LRA 2913/2019	Gvern ta' Malta		LRA467/2023
Ħ'Attard	*Right of Compensation land covering an area of 185s.m. part of LRA 2913/2019*	*Government of Malta*		
Ħ'Attard	Art tal-kejl 73m.k. u trasferiment parzjali ta' 39005445	Gvern ta' Malta		LRA459/2023
Ħ'Attard	*Land covering an area of 73s.m. and part transfer of 39005445*	*Government of Malta*		
Ħ'Attard	Irtirar ta' applikazzjoni titlu 12001620	Grech Nazzareno		LRA475/2023
Ħ'Attard	*Withdrawal of application title 12001620*	*Grech Nazzareno*		
Ħ'Attard	Plott 14 tal-kejl 250m.k., Plott 15 tal-kejl 198.09m.k. u parti stradali tal-kejl 64m.k.,Triq Dun Ġwann Theuma	A and A Properties Limited		LRA500/2023
Ħ'Attard	*Plot 14 covering an area of 250s.m., Plot 15 covering an area of 198.09s.m. and road area covering an area of 64s.m., Triq Dun Ġwann Theuma*	*A and A Properties Limited*		
Ħad-Dingli	B'dan qed navża li rċivejt mingħand is-Sur Muscat Sergio applikazzjoni LRA 384/2023 korrezzjoni tal-pjanti rilevanti.	Gvern ta' Malta		LRA384/2023

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Ħad Dingli	*I am here by giving notice that I have recevied from Mr Muscat Sergio application LRA 384/2023 correction of relevant plans*	*Government of Malta*		
Ħal Kirkop	Art tal-kejl tal-185m.k., Triq tal-Fieres	Agius Vincent et		LRA274/2023
Ħal Kirkop	*Land covering an area of 185s.m., Triq tal-Fieres*	*Agius Vincent et*		
Ħal Kirkop	1/4 indiviż Dar Nru. 59, Triq Santu Rokku	Agius Vincnet et		LRA275/2023
Ħal Kirkop	*1/4 undivided share House No. 59, Triq Santu Rokku*	*Agius Vincent et*		
Ħal Luqa	Dritt ta' Kumpens art tal-kejl 58m.k. parti minn LRA 4146/2019	Gvern ta' Malta		LRA343/2023
Ħal Luqa	*Right of Compensation land covering an area of 58s.m. forming part of LRA 4146/2019*	*Government of Malta*		
Ħal Luqa	Dritt ta' Kumpens art tal-kejl 342m.k. parti minn LRA 5438/2020	Gvern ta' Malta		LRA344/2023
Ħal Luqa	*Right of Compensation land covering an area of 342s.m. forming part of LRA 5438/2020*	*Government of Malta*		
Ħal Qormi	Blokk Y2, Triq il-Ħelsien Housing Estate magħrufa Ta' Farzina u in parti trasferiment ta' proprjetà 06001641 sa 06001646, 06001917, 06001907 u 06004198	L-Awtorita' tad-Djar		LRA256/2023
Ħal Qormi	*Block Y2, Triq il-Ħelsien Housing Estate known as Ta' Farzina and in part transfer of property 06001641 to 06001646, 06001917, 06001907 and 06004198*	*Housing Authority*		
Ħal Qormi	17/36 indiviż Garaxx 84, Triq id-Dragun, u in parti trasferiment ta' 06005315	Falzon Grazio et		LRA295/2023
Ħal Qormi	*17/36 undivided share of Garage 84, Triq il-Dragun, and in part transfer of 06005315*	*Falzon Grazio et*		
Ħal Qormi	B'dan qed navża li rċivejt mingħand in-Nutar Camilleri Clarie applikazzjoni LRA 493/2023 korrezzjoni tal-pjanti rilevanti	Zammit Joseph		LRA493/2023
Ħal Qormi	*I am here by giving notice that I have recevied from Notary Cmilleri Claire application LRA 493/2023 correction of relevant plans*	*Zammit Joseph*		
Ħal Tarxien	Art fi Triq tal-Barrani, Santa Luċija, tal-kejl 3072m.k.	Gvern ta' Malta		LRA461/2023
Ħal Tarxien	*Land in Triq tal-Barrani, Santa Luċija, covering an area of 3072s.m.*	*Government of Malta*		

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Ħal Tarxien	Garaxx Nru. 5, 'Yan', ġo blokk bini 'Crossways', Triq il-25 ta' Marzu	Magro Daren		LRA325/2023
Ħal Tarxien	*Garage No. 5, 'Yan', in block 'Crossways', Triq il-25 ta' Marzu*	*Magro Daren*		
Ħaż-Żebbuġ	B'dan qed navża li rċivejt mingħand in-Nutar Mizzi Young Veronica applikazzjoni LRA 413/2023 korrezzjoni tal-kuntratt	Xuereb Karl		LRA413/2023
Ħaż-Żebbuġ	*I am here by giving notice that I have recevied from Notary Mizzi Young Veronica application LRA 413/2023 correction of contracts*	*Xuereb Karl*		
Ħaż-Żebbuġ	1/9 indiviż Dar 25, 'Dione House', Triq Grace, u in parti trasferiment parzjali ta' 07006336	Micallef Dennis		LRA422/2023
Ħaż-Żebbuġ	*1/9 undivided share House 25, 'Dione House', Triq Grace, and in part transfer of 07006336*	*Micallef Dennis*		
Ħaż-Żebbuġ	1/2 indiviż fond 47 ġja 49 qabel Nru. 26 u 27, fi Triq il-Grazzja	Zammit Gauci Michael		LRA470/2023
Ħaż-Żebbuġ	*1/2 undivided share of premises 47 gia 49 before No. 26 and 27, in Triq il-Grazzja*	*Zammit Gauci Michael*		
Ħaż-Żebbuġ	1/2 indiviż fond 47 ġja 49 qabel Nru. 26 u 27, fi Triq il-Grazzja u transmission fuq 07006620	Zammit Gauci Michael		LRA471/2023
Ħaż-Żebbuġ	*1/2 undivided share of premises 47 gia 40 before No. 26 and 27, in Triq il-Grazzja and transmission on 07006620*	*Zammit Gauci Michael*		
Il-Kalkara	B'dan qed navża li rċivejt mingħand in-Nutar Farrugia Jean Paul applikazzjoni LRA 303/2023 korrezzjoni tal-pjanta rilevanti	Mallan Emmanuel		LRA303/2023
Kalkara	*I am here by giving notice that I have recevied from Notary Farrugia Jean Paul application LRA 303/2023 correction of relevant plans*	*Mallan Emmanuel*		
Il-Kalkara	B'dan qed navża li rċivejt mingħand in-Nutar Muscat Rachael Samantha applikazzjoni LRA 337/2023 korrezzjoni tal-pjanti rilevanti u tal-att	Galea Claudienne		LRA337/2023
Kalkara	*I am here by giving notice that I have recevied from Notary Muscat Rachael Samantha application LRA 337/2023 correction of relevant plans and contract*	*Galea Claudienne*		
Il-Marsa	Art magħrufa bħala 'Ta' Grixti' tal-kejl 13,087.56m.k.	Gvern ta' Malta		LRA354/2023

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Marsa	*Land known as 'Ta' Grixti' covering an area of 13,087.56s.m.*	*Government of Malta*		
Marsaskala	Garaxx, Triq Agatha Barbara	Casey Lebrun		LRA340/2023
Marsaskala	*Garage, Triq Agatha Barabara*	*Casey Lebrun*		
Marsaskala	Dar Nru. 66, Acuka, u garaxx Nru. 68, Triq is-Sliem	Elbros Homes (Properties) Limited		LRA251/2023
Marsaskala	*House No. 66, Acuka, and garage No. 68, Triq is-Sliem*	*Elbros Homes (Properties) Limited*		
Marsaskala	Appartament Nru. 3, Blokk Nru. 97, 'Ta' Smith Apartments', Triq id-Dugħ	Grech Jonathan		LRA264/2023
Marsaskala	*Apartment No. 3, Block No. 97, 'Ta' Smith Apartments', Triq id-Dugħ*	*Grech Joanthan*		
Marsaskala	Supermarket, Triq in-Nadur	Mirlu Properties Limited		LRA284/2023
Marsaskala	*Supermarket, Triq in-Nadur*	*Mirlu Properties Limited*		
Marsaskala	Appartament Nru. 1, 'Keywest Court',mibni fuq art magħrufa 'Ta' Żonqor', Triq l-Artillieri kantuniera ma' Triq il-Batterija	Bajjada Matthew James		LRA308/2023
Marsaskala	*Apartment No. 1, 'Keywest Court', built on land 'Ta' Żonqor', Triq l-Artillieri corner with Triq il-Batterija*	*Bajjada Matthew James*		
Marsaskala	Żewġ appartamenti 13A u 16B, u żewġ garaxxijiet 16 u 14A, Horizon Court, ġewwa Triq iż-Żafran	Farruġia Glenn		LRA376/2023
Marsaskala	*Two apartments 13A and 16B and two garages 16 and 14A, Horizon Court, in Triq iż-Żafran*	*Farruġia Glenn*		
Marsaskala	Art magħrufa 'L-Isqaq tar-Rumi' tal-kejl ta' 2189m.k.	Desira Rebecca		LRA404/2023
Marsaskala	*Land known as 'L-Isqaq tar-Ram' covering an area of 2189s.m.*	*Desira Rebecca*		
Marsaskala	Appartament Nru. 75, Blokk 7, 96, 'Ta' Monita Residence', Triq il-Bajja	Ellul Godwin et		LRA427/2023
Marsaskala	*Apartment No. 75, Block 7, 96, 'Ta' Monita Residence', Triq il-Bajja*	*Ellul Godwin et*		
Marsaskala	Garaxx Nru. 462, 'Ta' Monita Residence', Triq il-Bajja	Ellul Godwin et		LRA428/2023
Marsaskala	*Garage No. 462, 'Ta' Monita Residence', Triq il-Bajja*	*Ellul Godwin et*		
Il-Mellieħa	Subutile Dominju Temporanju Villa 'Bali Hai', Santa Marija Estate, u in parti trasferiment fuq 37004678, 37001673 u 37002785	Micallef Annalise et		LRA291/2023
Mellieħa	*Temporary sub utile Dominium Villa 'Bali Hali', Santa Marija Estate, and in part transfer of 37004678, 37001673 and 37002785*	*Micallef Annalise et*		

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Il-Mellieħa	Bungalow 43, 'Villa Denbryl', Triq l-Għerien magħrufa Snajjin Street, Mellieħa Heights, tal-kejl ta' 523.3m.k.	Vella Eder		LRA373/2023
Mellieħa	*Bungalow 43, 'Villa Denbryl', Triq l-Għerien known as Snajjin Street, Mellieħa Heights, covering an area of 523.3s.m.*	*Vella Eder*		
Il-Mellieħa	Porżjon diviż ta' art tal-kejl 71.65m.k.	Bartolo Wayne		LRA454/2023
Mellieħa	*Divided portion of land covering an area of 71.65s.m.*	*Bartolo Wayne*		
Il-Mellieħa	B'dan qed navża li rċivejt mingħand in-Nutar Debono Reuben applikazzjoni LRA 492/2023 korrezzjoni tal-applikazzjoni	Bason Colin et		LRA492/2023
Mellieħa	*I am here by giving notice that I have recevied from Notary Debono Reuben application LRA 492/2023 correction of application*	*Bason Colin et*		
L-Imġarr	B'dan qed navża li rċivejt mingħand Is-Sur Muscat Sergio applikazzjoni LRA 488/2023 korrezzjoni tal-pjanti rilevanti	Gvern ta' Malta		LRA488/2023
Mġarr	*I am here by giving notice that I have recevied from Mr Muscat Sergio application LRA 488/2023 correction of relevant plans*	*Government of Malta*		
Il-Mosta	B'dan qed navża li rċivejt mingħand in-Nutar Cachia Marija applikazzjoni LRA 345/2023 korrezzjoni tal-kuntratt	Gvern ta' Malta		LRA345/2023
Mosta	*I am here by giving notice that I have recevied from Notary Cachia Marija application LRA 345/2023 correction of contract*	*Government of Malta*		
Il-Mosta	1/24 indiviż mid-dar 11, Triq il-Qasira	Bugeja Giovanna et		LRA391/2023
Mosta	*1/24 undivided share of house 11, Triq il-Qasira*	*Bugeja Giovanna et*		
Il-Mosta	B'dan qed navża li rċivejt mingħand in-Nutar Grima Francesca applikazzjoni LRA 399/2023 korrezzjoni tal-pjanti rilevanti	Elzan Construction Limited		LRA399/2023
Mosta	*I am here by giving notice that I have recevied from Notary Grima Francesca application LRA 399/2023 correction of relevant plans*	*Elzan Contruction Limited*		
Il-Mosta	Dritt ta' kumpens fuq art tal-kejl 289m.k. parti minn LRA 3009/2004	Gvern ta' Malta		LRA463/2023
Mosta	*Right of compensation on land covering an area of 289s.m. part of LRA3009/2004*	*Government of Malta*		

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Il-Mosta	Dritt ta' kumpens fuq art tal-kejl 23m.k. parti minn LRA 3010/2004	Gvern ta' Malta		LRA465/2023
Mosta	*Right of compensation on land covering an area of 23s.m. part of LRA3010/2004*	*Government of Malta*		
L-Imsida	Utile dominju temporanju Fond 17 qabel 19, Welsh Dragon, Triq Santa Venera, u traferiment parzjali ta' 41002395	MIGR Property Developents Limited		LRA414/2023
Msida	*Temporary Utile Dominium Premises 17 before 19, Welsh Dragon, Triq Santa Venera, and part transfer of 41002395*	*MIGR Property Developments Limited*		
In-Naxxar	1/4 indiviż għalqa magħrufa 'Dar id-Dwieli' li tinsab kontrada magħrufa 'Ta' Wied il-Għasel' tal-kejl ta' 3350m.k.	Deguara Victor et		LRA363/2023
Naxxar	*1/4 undivided share of field known as 'Dar id-Dwieli' in the limits known as 'Ta' Wied il-Għasel' covering an area of 3350s.m.*	*Deguara Victor et*		
In-Naxxar	1/4 indiviż għalqa magħrufa ' 'Ta' Wied il-Għasel' tal-kejl ta 2800m.k.	Deguara Victor et		LRA364/2023
Naxxar	*1/4 undivided share of field known as 'Ta' Wied il-Għasel' covering an area of 2800s.m.*	*Deguara Victor et*		
In-Naxxar	1/4 indiviż minn għalqa magħrufa 'Ta' Wied il-Għasel' fil-Magħtab tal-kejl ta' 13,500m.k.	Deguara Victor et		LRA365/2023
Naxxar	*1/4 undivided share of field known as 'Ta' Wied il-Għasel' in Magħtab covering an area of 13,500s.m.*	*Deguara Victor et*		
In-Naxxar	Appartament Nru. 3, 'The Oaks', Vjal-il-21 ta' Settembru, u garaxx Nru. 11 tal-kejl 167m.k. u in parti trasferiment ta' 44004022	Bonavia Matthew		LRA477/2023
Naxxar	*Apartment No. 3, 'The Oaks', Vjal-il 21 ta' Settembru, and garage No. 11 covering an area of 167s.m. and in part transfer of 44004022*	*Bonavia Matthew*		
Ir-Rabat, Malta	Utile Dominju Perpetwu Dar 60 ġja 52, 'Margus', u garaxx 61 ġja 53, Triq Pawlu Inguanez, u in parti trasferiment ta' 50001214	Mercieca Clinton et		LRA266/2023
Rabat, Malta	*Perpetual Utile Dominium House 60 gia 52, 'Margus', and garage 61 gia 53, Triq Pawlu Inguanez, and in part transfer of 50001214*	*Mercieca Clinton et*		

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Ir-Rabat, Malta	Utile Dominju Perpetwu Mezzanin 2, 'San Remo', u garaxx Nru. 4, Triq Carlo Fiamingo, Tal-Virtù	Chetcuti Steven Edgar		LRA320/2023
Rabat, Malta	*Perpetual Utile Dominium Maisonette No. 2, 'San Remo', and garage No. 4, Triq Carlo Fiamingo, Tal-Virtù*	*Chetcuti Steven Edgar*		
San Ġiljan	Appartament 825, Mercury Towers, Blokk Nru. 2, Triq Elija Zammit, u in trasferiment parzjali fuq 52001621	Von Der Decken Mathias		LRA406/2023
St Julian's	*Apartment 825, Mercury Towers, Block No. 2, Triq Elija Zammit, and part transfer on 52001621*	*Von Der Decken Mathias*		
San Ġiljan	Appartament Nru. 3, 'Theresa Court', 99, Triq Spinola, tal-kejl 97.8m.k.	Grech Teresa		LRA474/2023
St Julian's	*Appartment No. 3, 'Theresa Court', 99, Triq Spinola, covering an area of 97.8s.m.*	*Grech Teresa*		
San Ġwann	1/2 indiviż Dar Nru. 31, 'Bel Mar', Triq iċ-Ċawsli (Mulberry Streeet)	Azzopardi Ronald		LRA409/2023
San Ġwann	*1/2 undivided share of House No. 31, 'Bel Mar', Triq iċ-Ċawsli (Mulberry Street)*	*Azzopardi Ronald*		
San Ġwann	Garaxx Nru. 13, Triq it-Torri Lanzon, u parti trasferiment 53002525	Grech Teresa		LRA473/2023
San Ġwann	*Garage No. 13, Triq it-Torri Lanzon, and part trasfer 53002525*	*Grech Teresa*		
San Pawl il-Baħar	Dritt ta' Kumpens art tal-kejl 208m.k.	Gvern ta' Malta		LRA346/2023
St Paul's Bay	*Right of Compensation land covering an area of 208s.m.*	*Government of Malta*		
San Pawl il-Baħar	Dritt ta' kumpens art tal-kejl 56m.k. parti minn LRA 1264/2014	Gvern ta' Malta		LRA349/2023
St Paul's Bay	*Right of Compensation covering an area of 56s.m. forming part of LRA 1264/2014*	*Government of Malta*		
San Pawl il-Baħar	Dritt ta' kumpens art tal-kejl 109m.k. parti minn LRA 1264/2014	Gvern ta' Malta		LRA350/2023
St Paul's Bay	*Right of compensation land covering an area of 109s.m. forming part of LRA 1264/2014*	*Government of Malta*		
San Pawl il-Baħar	Dritt ta' kumpens art tal-kej 162m.k. parti minn LRA1264/2014	Gvern ta' Malta		LRA351/2023
St Paul's Bay	*Right of compensation land covering an area of 162s.m. forming part of LRA 1264/2014*	*Government of Malta*		
Santa Venera	Dar 230 u garaxx 232, Triq il-Parilja	Grech Matthew		LRA442/2023
Santa Venera	*House 230 and garage 232, Triq il-Parilja*	*Grech Matthew*		

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Is-Siġġiewi	B'dan qed navża li rċivejt mingħand in-Nutar Gatt Roderick applikazzjoni LRA 301/2023 korrezzjoni tal-pjanti rilevanti	Gvern ta' Malta		LRA301/2023
Siġġiewi	*I am here by giving notice that I have recevied from Notary Gatt Roderick application LRA 301/2023 correction of relevant plans*	*Government of Malta*		
Is-Siġġiewi	B'dan qed navża li rċivejt mingħand in-Nutar Grech Pace Mary applikazzjoni LRA 334/2023 korrezzjoni tal-pjanta rilevanti	Micallef Angelo et		LRA334/2023
Siġġiewi	*I am here by giving notice that I have recevied from Notary Grech Pace Mary application LRA 334/2023 correction of relevant plans*	*Micallef Angelo et*		
Is-Siġġiewi	B'dan qed navża li rċivejt mingħand in-Nutar Grech Pace Mary applikazzjoni LRA 335/2023 korrezzjoni tal-pjanti rilevanti	Micallef Angelo et		LRA335/2023
Siġġiewi	*I am here by giving notice that I have recevied from Notary Grech Pace Mary application LRA 335/2023 correction of relevant plans*.	*Micallef Angelo et*		
Is-Siġġiewi	B'dan qed navża li rċivejt mingħan Is-Sur Muscat Sergio applikazzjoni LRA 385/2023 korrezzjoni tal-pjanti rilevanti	Gvern ta' Malta		LRA385/2023
Siġġiewi	*I am here by giving notice that I have recevied from Mr Muscat Sergio application LRA 385/2023 correction of relevant plans*	*Goverment of Malta*		
Is-Siġġiewi	Dar 'Emilia' ġja 'Casa De Silvia', Triq Dun Manwel Zammit kantuniera ma' Triq l-Imdina, tal-kejl 234m.k.	Leighton Gillian		LRA431/2023
Siġġiewi	*House 'Emilia' gia 'Casa De Silvia', Triq Dun Manwel Zammit' corner with Triq l-Imdina, covering an area of 234s.m*.	*Leighton Gillian*		
Tas-Sliema	B'dan qed navża li rċivejt mingħand in-Nutar Ellis Timothy applikazzjoni LRA 358/2023 korrezzjoni tal-pjanti rilevanti	Tonno Marisa		LRA358/2023
Tas-Sliema	*I am here by giving notice that I have recevied from Notary Ellis Timothy application LRA 358/2023 correction of relevant plans*	*Tonno Marisa*		

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	Identifikazzjoni *Identification*	LR-A *LR-A*
Is-Swieqi	B'dan qed navża li rċivejt mingħand is-Sur Muscat Sergio applikazzjoni LRA 386/2023 korrezzjoni tal-pjanti rilevanti	Gvern ta' Malta		LRA386/2023
Swieqi	*I am here by giving notice that I have recevied from Mr Muscat Sergio application LRA 386/2023 correction of relevant plans*	*Government of Malta*		
Il-Belt Valletta	1/2 indiviż Appartament Nru. 3 formanti parti minn blokk 109, Triq Santa Luċija	Borg Joseph		LRA302/2023
Valletta	*1/2 undivided share of Appartament No. 3 forming part of block 109, Triq Santa Luċija*	*Borg Joseph*		
Il-Belt Valletta	Appartament Nru. 1 blokk 44, Triq Żekka	Hassall Winston Harold Eric et		LRA347/2023
Valletta	*Apartment No. 1 block 44, Triq Żekka*	*Hassal Winston Harold Eric et*		
Il-Belt Valletta	B'dan qed navża li rċivejt mingħand in-Nutar La Rosa Clyde applikazzjoni LRA 476/2023 korrezzjoni tal-pjanti rilevanti	Zerafa Raymond		LRA476/2023
Valletta	*I am here by giving notice that I have recevied from Notary La Rosa Clyde application LRA 476/2023 correction of relevant plans*	*Zerafa Raymond*		
Iż-Żurrieq	Dirett Dominju Temporanju art għal garaxx Nru. 1 magħrufa 'Tal-Ħawl' tal-kejl 35m.k.	Gvern ta' Malta		LRA468/2023
Żurrieq	*Temporary Direct Dominium land for garage No. 1 known as 'Tal-Ħawl' covering an area of 35s.m.*	*Government of Malta*		
Iż-Żurrieq	Dirett Dominju Temporanju art għal garaxx Nru. 2 magħrufa 'Tal-Ħawl' tal-kejl 37m.k.	Gvern ta' Malta		LRA469/2023
Żurrieq	*Temporary Direct Dominium land for garage No. 2 known as 'Tal-Ħawl' covering an area of 37s.m.*	*Government of Malta*		

L-applikazzjonijiet, pjanti tal-art u d-dokumenti ppreżentati magħhom jistgħu jiġu eżaminati fir-Reġistru tal-Artijiet, 'Casa Bolino', 116, Triq il-Punent, Il-Belt Valletta, bejn it-8.00 a.m. u s-1.00 p.m. (ħinijiet tax-xitwa) u bejn it-8.00 a.m. u l-11.30 a.m. (ħinijiet tas-sajf).

Dr Claude Sapiano, LLD
Reġistratur tal-Artijiet

The applications, plans of the land and accompanying documents may be inspected at the Land Registry, 'Casa Bolino', 116, Triq il-Punent, Valletta, between 8.00 a.m. and 1.00 p.m. (Winter hours) and between 8.00 a.m. and 11.30 a.m. (Summer hours).

Dr Claude Sapiano, LLD
Land Registrar

Nru. 180

ATT DWAR IR-REĠISTRAZZJONI TA' ARTIJIET (KAP. 296)

Avviż li hemm il-Ħsieb li Titoli ta' Art Jiġu Rreġistrati

B'DAN qed navża li jien irċevejt l-applikazzjonijiet li ġejjin għar-reġistrazzjoni ta' titoli ta' art deskritti hawn taħt minn:

No. 180

LAND REGISTRATION ACT (CAP. 296)

Notice of Intention to Register Titles to Land

NOTICE is hereby given that I have received the following applications to register titles to land described below from:

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	LR-A *LR-A*
Għajnsielem	1/12 indiviż art magħrufa 'Tal-Ġebel l-Aħmar' tal-kejl ta' 430m.k.	Grech Francis et	97/2023 Gozo
Għajnsielem	*1/12 undivided share of land known as 'Tal-Ġebel l-Aħmar' covering an area of 430s.m.*	*Grech Francis et*	
Għajnsielem	1/2 indiviż dar 'Redeemer', Triq Baħħara	Scicluna Carmen	125/2023 Gozo
Għajnsielem	*1/2 undivided share of house 'Redeemer', Triq Baħħara*	*Scicluna Carmen*	
Għajnsielem	Plott 6 tal-kejl 67m.k., Triq Cordina	Grech Daphne Ann	159/2023 Gozo
Għajnsielem	*Plot 6 covering an area of 67s.m., Triq Cordina*	*Grech Daphne Ann*	
Għajnsielem	Plott 6 tal-kejl 149.4m.k., Triq Cordina	Grech Alexandra	160/2023 Gozo
Għajnsielem	*Plot 6 covering an area of 149.4s.m., Triq Cordina*	*Grech Alexandra*	
Għajnsielem	Plott 6 tal-kejl 149.4m.k., Triq Cordina	Grech Alexandra	161/023 Gozo
Għajnsielem	*Plot 6 covering an area of 149.4s.m., Triq Cordina*	*Grech Alexandra*	
Għajnsielem	Plott 6 tal-kejl 79.3m.k., Triq Cordina	Grech Alexandra	162/2023 Gozo
Għajnsielem	*Plot 6 covering an area of 79.3s.m., Triq Cordina*	*Grech Alexandra*	
Għajnsielem	Plott 6 tal-kejl 149.4m.k., Triq Cordina	Grech Daphne Ann	163/2023 Gozo
Għajnsielem	*Plot 6 covering an area of 149.4s.m., Triq Cordina*	*Grech Daphne Ann*	
Għajnsielem	Plott 6 tal-kejl 149.4m.k., Triq Cordina	Grech Daphne Ann	164/2023 Gozo
Għajnsielem	*Plot 6 covering an area of 149.4s.m., Triq Cordina*	*Grech Daphne Ann*	
Għajnsielem	B'dan qed navża li rċivejt mingħand in-Nutar Josette Spiteri Cauchi applikazzjoni LRA 191/2023 korrezzjoni tal-applikazjoni	Spiteri James Paul et	191/2023 Gozo
Għajnsielem	*I am here by giving notice that I have recevied from Notary Josette Spiteri Cauchi application LRA 192/2023 correction of application*	*Spiteri James Paul et*	

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	LR-A *LR-A*
Ta' Kerċem	B'dan qed navża li rċivejt mingħand in-Nutar Valerie Said applikazzjoni LRA 171/2023 korrezzjoni tal-pjanta rilevanti	Spiteri Grace et	171/2023 Gozo
Ta' Kerċem	*I am here by giving notice that I have recevied from Notary Valerie Said application LRA 171/2023 correction of relevant plans*	*Spiteri Grace et*	
Il-Munxar	Art magħrufa 'Tal-Ħareb' tal-kejl ta' 380m.k.	Said Paul	157/2023 Gozo
Munxar	*Land known 'Tal-Ħareb' covering an area of 380s.m.*	*Said Paul*	
Il-Munxar	Art 'Fuq ir-riħ tax-Xlendi' tal-kejl 355m.k.	Said Paul	158/2023 Gozo
Munxar	*Land 'Fuq ir-riħ tax-Xlendi' covering an area of 355s.m.*	*Said Paul*	
Il-Munxar	Dar 'Amatyllis', Triq il-Madonna tal-Karmnu, tal-kejl ta' 366.1m.k.	Camilleri Mary Giorgia	199/2023 Gozo
Munxar	*House 'Amatyllis', Triq il-Madonna tal-Karmnu, covering an area of 366.1s.m.*	*Camilleri Mary Giorgia*	
In-Nadur	Fond Nru. 1, Triq it-Tiġrija	Zammit Angela et	113/2023 Gozo
Nadur	*Premises No. 1, Triq it-Tiġrija*	*Zammit Angela et*	
In-Nadur	Art magħrufa 'Ta' Duru' tal-kejl ta' 87.8m.k.	Azzopardi Mary	114/2023 Gozo
Nadur	*Land known as 'Ta' Duru' covering an area of 87.8s.m.*	*Azzopardi Mary*	
In-Nadur	Art magħrufa 'Tal-Ħanaq' tal-kejl ta 376m.k.	Azzopardi Mary	116/2023 Gozo
Nadur	*Land known as 'Tal-Ħanaq' covering anarea of 376s.m.*	*Azzopardi Mary*	
In-Nadur	B'dan qed navża li rċivejt mingħand in-Nutar Valerie Said applikazzjoni LRA 118/2023 korrezzjoni tal-pjanta rilevanti	Mifsud Antonia	118/2023 Gozo
Nadur	*I am here by giving notice that I have recevied from Notary Valerie Said application LRA 118/2023 correction of relevant plans*	*Mifsud Antonia*	
In-Nadur	B'dan qed navża li rċivejt mingħand in-Nutar Valerie Said applikazzjoni LRA 119/2023 korrezzjoni tal-pjanta rilevanti	Mejlaq Robert et	119/2023 Gozo
Nadur	*I am here by giving notice that I have recevied from Notary Valerie Said application LRA 119/2023 correction of relevant plans*	*Mejlaq Robert et*	
In-Nadur	Garaxx G2, Mezzanin 2 u Appartament 4 magħrufa 'Joal', Triq Duru	Camilleri Alison	135/2023 Gozo
Nadur	*Garage G2, Masoinette 2 and Appartment 4 known as 'Joal', Triq Duru*	*Camilleri Alison*	
In-Nadur	Garaxx G1, Appartamenti 1, 2, 3 magħrufa 'Joal', Triq Duru	Camilleri Jonathan	136/2023 Gozo
Nadur	*Garage G1, Appartment 1, 2, 3, known as 'Joal', Triq Duru*	*Camilleri Jonathan*	
In-Nadur	Art magħrufa 'Tal-Ħanaq', Triq Ħida, tal-kejl ta' 376m.k. u in parti trasferiment ta' LRA116/2023	Caruana Josephine et	143/2023 Gozo
Nadur	*Land known as 'Tal-Ħanaq', Triq Ħida, covering an area of 376s.m. and in part transfer of LRA116/2023*	*Caruana Josephine et*	
In-Nadur	1/2 indiviż art magħrufa bħala 'l-Mejda tad-Duru' tal-kejl 4616m.k.	Portelli Nazzareno Paul	196/2023 Gozo
Nadur	*1/2 undivided share of land known as 'l-Mejda tad-Duru' covering an area of 4616s.m.*	*Portelli Nazzareno Paul*	

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	LR-A *LR-A*
In-Nadur	Art magħrufa bħala 'Ta' Patrick' tal-kejl 716m.k.	Grima Angelo et	197/2023 Gozo
Nadur	*Land Known as 'Ta' Patrick' covering an area of 716s.m.*	*Grima Angelo et*	
In-Nadur	B'dan qed navża li rċivejt mingħand is-Sur Sergio Muscat applikazzjoni LRA 207/2023 korrezzjoni tal-pjanta rilevanti	Gvern ta' Malta	207/2023 Gozo
Nadur	*I am here by giving notice that I have recevied from Mr Sergio Muscat application LRA 207/2023 correction of relevant plans*	*Government of Malta*	
Il-Qala	1/12 indiviż art magħrufa 'Ta' Kassja' tal-kejl 147m.k.	Grech Francis et	94/2023 Gozo
Qala	*1/12 undivided share of land known as 'Ta' Kassja' covering an area of 147s.m.*	*Grech Francis et*	
Il-Qala	1/12 indiviż art magħrufa 'Ta' Wied Biljun' tal-kejl ta' 87m.k.	Grech Francis et	95/2023 Gozo
Qala	*1/12 undivided share of land known as 'Ta' Wied Biljun' covering an area of 87s.m.*	*Grech Francis et*	
Il-Qala	1/12 indiviż art fi Triq l-Imġarr tal-kejl ta' 55m.k.	Grech Francis et	96/2023 Gozo
Qala	*1/12 undivided share of land in Triq l-Imġarr covering an area of 55s.m.*	*Grech Francis et*	
Il-Qala	1/12 indiviż art magħrufa 'Tal-Lumija' tal-kejl ta' 74m.k.	Grech Francis et	98/2023 Gozo
Qala	*1/12 undivided share of land known as 'Tal-Lumija' covering an area of 74s.m.*	*Grech Francis et*	
Il-Qala	1/4 indiviż minn dar 52 tal-kejl ta' 200m.k., Triq il-Mitħna	Cauchi Josephine	175/2023 Gozo
Qala	*1/4 undivided share of house 52 covering an area of 200s.m., Triq il-Mitħna*	*Cauchi Josephine*	
Il-Qala	1/4 indiviż minn dar 52 tal-kejl ta' 200m.k., Triq il-Mitħna	*Debono Emanuel et*	176/2023 Gozo
Qala	*1/4 undivided share of house 52 covering an area of 200s.m., Triq il-Mitħna*	*Debono Emanuel et*	
Il-Qala	Dirett Dominju Perpetwu Fond 52, Triq il-Mitħna	Cauchi Josephine et	177/2023 Gozo
Qala	*Perpetual Direct Dominium of Premises 52, Triq il-Mitħna*	*Cauchi Josephine et*	
Il-Qala	Dar 52, Triq il-Mitħna, tal-kejl ta' 200m.k. u in parti part transfer ta' LRA175/2023, LRA176/2023 u LRA177/2023	Debono Emanuel et	178/2023 Gozo
Qala	*House 52, Triq il-Mitħna, covering an area of 200s.m. and in part part transfer of LRA175/2023, LRA176/2023 and LRA177/2023*	*Debono Emanuel et*	
Il-Qala	¾ indiviż minn fond 226, Triq il-Wardija	Ebejer Horace et	192/2023 Gozo
Qala	*¾ undivided share of premises 226, Triq il-Wardija*	*Ebejer Horace et*	
Il-Qala	Rtirar ta' applikazzjoni fuq proprjetà 48000379	Mizzi Euchar et	198/2023 Gozo
Qala	*Witdrawal of application on property 48000379*	*Mizzi Euchar et*	
Ir-Rabat, Għawdex	B'dan qed navża li rċivejt mingħand in-Nutar Mariosa Grech applikazzjoni LRA 127/2023 korrezzjoni tal-pjanta rilevanti	Portelli Joseph et	127/2023 Gozo

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	LR-A *LR-A*
Rabat, Gozo	*I am here by giving notice that I have recevied from Notary Mariosa Grech application LRA 127/2023 correction of relevant plans*	*Portelli Joseph et*	
Ir-Rabat, Għawdex	Utile Dominju Temporanju Fond 77, 78, Triq il-Vajringa	Lina Scicluna et	131/2023 Gozo
Rabat, Gozo	*Temporary Utile Dominium of Premises 77, 78, Triq il-Vajringa*	*Lina Scicluna et*	
Ta' Sannat	1/20 indiviż Fond 4 u 5, Triq il-Kbira	Said Salvina Josephine	112/2023 Gozo
Ta' Sannat	*1/20 undivided share of Premises 4 and 5, Triq il-Kbira*	*Said Salvina Josephine*	
Ta' Sannat	Art magħrufa 'Ta' Ġiużeppa' tal-kejl 130m.k., Triq il-Kbira	Attard Ivan et	126/2023 Gozo
Ta' Sannat	*Land known as 'Ta' Ġiużeppa' covering an area of 130s.m., Triq il-Kbira*	*Attard Ivan et*	
Ta' Sannat	B'dan qed navża li rċivejt mingħand in-Nutar Anna Maria Mizzi applikazzjoni LRA 211/2023 korrezzjoni tal-pjanta rilevanti	Saliba Felica et	211/2023 Gozo
Ta' Sannat	*I am here by giving notice that I have recevied from Notary Anna Maria Mizzi application LRA 211/2023 correction of relevant plans*	*Saliba Felica et*	
Ix-Xagħra	B'dan qed navża li rċivejt mingħand is-Sur Sergio Muscat applikazzjoni LRA 133/2023 korrezzjoni tal-pjanta rilevanti	Gvern ta' Malta	133/2023 Gozo
Xagħra	*I am here by giving notice that I have recevied from Mr Sergio Muscst application LRA 133/2023 correction of relevant plans*	*Government of Malta*	
Ix-Xagħra	Art magħrufa 'Ta' Don Anton' tal-kejl ta' 446mk.	Attard Victor et	140/2023 Gozo
Xagħra	*Land known as 'Ta' Don Anton' coveringa an area of 446s.m.*	*Attard Victor et*	
Ix-Xagħra	Art magħrufa 'Ta' Don Anton' tal-kejl ta' 560mk.	Attard Victor et	141/2023 Gozo
Xagħra	*Land known as 'Ta' Don Anton' coveringa an area of 560s.m.*	*Attard Victor et*	
Ix-Xagħra	Art magħrufa 'Ta' Don Anton' tal-kejl ta' 85mk.	Attard Victor et	142/2023 Gozo
Xagħra	*Land known as 'Ta' Don Anton' coveringa an area of 85s.m.*	*Attard Victor et*	
Ix-Xagħra	B'dan qed navża li rċivejt mingħand in-Nutar Anthony Hili applikazzjoni LRA 166/2023 korrezzjoni tal-pjanta rilevanti	Aġius Vincent et	166/2023 Gozo
Xagħra	*I am here by giving notice that I have recevied from Notary Anthony Hili application LRA 166/2023 correction of relevant plans*	*Agius Vincent et*	
Ix-Xagħra	B'dan qed navża li rċivejt mingħand in-Nutar Anthony Hili applikazzjoni LRA 167/2023 korrezzjoni tal-pjanta rilevanti	Aġius Vincent et	167/2023 Gozo
Xagħra	*I am here by giving notice that I have recevied from Notary Anthony Hili application LRA 167/2023 correction of relevant plans*	*Agius Vincent et*	
Ix-Xagħra	B'dan qed navża li rċivejt mingħand Mr Sergio Muscat applikazzjoni LRA 208/2023 korrezzjoni tal-pjanta rilevanti	Gvern ta' Malta	208/2023 Gozo
Xagħra	*I am here by giving notice that I have recevied from Mr Sergio Muscat application LRA 208/2023 correction of relevant plans*	*Government of Malta*	
Ix-Xewkija	Art magħrufa 'Tal-Misraħ' tal-kejl ta' 2997m.k.	Saliba Michael et	139/2023 Gozo

Lokalità *Locality*	Proprjetà *Property*	Applikant *Applicant*	LR-A *LR-A*
Xewkija	*Land known as 'Tal-Misraħ' covering an area of 2997s.m.*	*Saliba Michael et*	
Ix-Xewkija	1/6 indiviż mill-fond Nru. 5, Triq San Żakkarija	Buttġieġ Salvu et	150/2023 Gozo
Xewkija	*1/6 undivided share of premises No. 5, Triq San Żakkarija*	*Buttiġieġ Salvu et*	
Ix-Xewkija	Garaxx 'New Building' tal-kejl ta' 333.9m.k., Triq San Pawl	Buttiġieg Salvu et	151/2023 Gozo
Xewkija	*Garage 'New Building' covering an area of 333.9s.m., Triq San Pawl*	*Buttiġieġ Salvu et*	
Ix-Xewkija	1/6 indiviż art magħrufa 'Ta' Trajsu', tal-kejl ta' 190m.k.	Buttiġieġ Salvu et	152/2023 Gozo
Xewkija	*1/6 undivided share land known as 'Ta' Trajsu' covering an area of 190s.m*	*Buttiġieġ Salvu et*	
Ix-Xewkija	1/6 indiviż art magħrufa 'Ta' Trajsu' tal-kejl ta' 168m.k.	Buttiġieġ Salvu et	153/2023 Gozo
Xewkija	*1/6 undivided share land known as 'Ta' Trajsu' covering an area of 168s.m*	*Buttiġieġ Salvu et*	
Ix-Xewkija	1/6 indiviż art magħrufa 'Ta' Trajsu' tal-kejl ta' 240m.k.	Buttiġieġ Salvu et	154/2023 Gozo
Xewkija	*1/6 undivided share land known as 'Ta' Trajsu' covering an area of 240s.m*	*Buttiġieġ Salvu et*	
Ix-Xewkija	1/6 indiviż art magħrufa 'Ta' Trajsu' tal-kejl ta' 368m.k.	Buttiġieġ Salvu et	155/2023 Gozo
Xewkija	*1/6 undivided share land known as 'Ta' Trajsu' covering an area of 368s.m*	*Buttiġieġ Salvu et*	
Ix-Xewkija	1/6 indiviż art magħrufa 'Ta' Trajsu' tal-kejl ta' 796m.k.	Buttiġieġ Salvu et	156/2023 Gozo
Xewkija	*1/6 undivided share land known as 'Ta' Trajsu' covering an area of 796s.m*	*Buttiġieġ Salvu et*	
Iż-Żebbuġ	B'dan qed navża li rċivejt mingħand in-Nutar Renee Gatt applikazzjoni LRA 130/2023 korrezzjoni tal-pjanta rilevanti	Abela John et	130/2023 Gozo
Żebbuġ	*I am here by giving notice that I have recevied from Notary Renee Gatt application LRA 130/2023 correction of relevant plans*	*Abela John et*	
Ix-Xagħra	Porżjon diviż dar 63, 64, Triq it-Tiġrija, u in parti trasferiment ta' proprjetà 63001312 u 63001067	Camilleri Christopher et	2574/2022 Gozo
Xagħra	*Divided portion of house 63,64, Triq it-Tiġrija, and in part transfer of property 63001312 and 63001067*	*Camilleri Christopher et*	
Ix-Xagħra	Porżjon diviż dar 63, 64, Triq it-Tiġrija, u in parti trasferiment ta' proprjetà 63001312 u 63001067	Muscat Carmelo et	2575/2022 Gozo
Xagħra	*Divided portion of house 63,64 Triq it-Tiġrija and in part transfer of property 63001312 and 63001067*	*Muscat Carmelo et*	
Ix-Xagħra	Porżjon diviż dar 63, 64, Triq it-Tiġrija, u in parti trasferiment ta' proprjetà 63001312 u 63001067	Camfam Limited	2578/2022 Gozo
Xagħra	*Divided portion of house 63,64, Triq it-Tiġrija, and in part transfer of property 63001312 and 63001067*	*Camfam Limited*	

L-applikazzjonijiet, pjanti tal-art u d-dokumenti ppreżentati magħhom jistgħu jiġu eżaminati fir-Reġistru tal-Artijiet, L-Amministrazzjoni, Triq ta' Wara s-Sur, Ir-Rabat, Għawdex, bejn it-8.00 a.m. u s-2.00 p.m.

Dott. Miriam Rapa, LLD
għar-Reġistratur tal-Artijiet

Id-9 ta' Frar, 2023

Nru. 181

ATT DWAR IL-CONDOMINIA
(KAP. 398)

B'DIN qed ngħarraf li jiena rċivejt applikazzjoni għar-reġistrazzjoni u/jew emendi tar-regolamenti li jirregolaw l-imsemmija condominia:

Nru. tal-Condominium *Condominium Number*	Indirizz tal-Condominium *Address of Condominium*	Rimarki *Remarks*	Data tar-Reġistrazzjoni *Date of Registration*
2414	'Homeland Court' Garages, Triq San Franġisk, Ħal Balzan	Registration of Rules	03/01/2023
5167	Blk C, 'Swieqi Residential Complex', Triq il-Qatta, Is-Swieqi	Registration of Rules	06/01/2023
5182	552, 'Munxar View', Triq il-Qaliet, Wied il-Għajn	Registration of Rules	17/01/2023
5195	57, 'The Crown', Triq il-Katidral, Tas-Sliema	Registration of Rules	24/01/2023

Dott. Claude Sapiano, LLD
Reġistratur tal-Artijiet

Id-9 ta' Frar, 2023

AVVIŻ TAL-PULIZIJA

Nru. 16

Il-Kummissarju tal-Pulizija jgħarraf li skont il-Leġiżlazzjoni Sussidjarja 65.05 u l-Leġiżlazzjoni Sussidjarja 65.13, it-toroq hawn taħt imsemmija se jiġu kklasifikati bħala Żoni ta' Rmonk kif indikat hawn taħt fid-dati u ħinijiet indikati.

Bis-saħħa tal-Artikolu 52(1) tal-Ordinanza dwar ir-Regolamenti tat-Traffiku (Kap. 65), il-Kummissarju tal-Pulizija jgħarraf illi l-vetturi tas-sewqan jista' jagħti l-każ li ma jkunux jistgħu jgħaddu jew jiddawru mit-toroq imsemmija hawn taħt fid-dati u l-ħinijiet indikati.

The applications, plans of the land and accompanying documents may be inspected at the Land Registry, The Administration, Triq ta' Wara s-Sur, Victoria, Gozo, between 8.00 a.m. and 2.00 p.m.

Dr Miriam Rapa, LLD
for/Land Registrar

9th February, 2023

No. 181

CONDOMINIUM ACT
(CAP. 398)

NOTICE is hereby given that I have received an application for the registration of and/or amendment to rules regulating the following condominia:

Nru. tal-Condominium *Condominium Number*	Indirizz tal-Condominium *Address of Condominium*	Rimarki *Remarks*	Data tar-Reġistrazzjoni *Date of Registration*
2414	'Homeland Court' Garages, Triq San Franġisk, Ħal Balzan	Registration of Rules	03/01/2023
5167	Blk C, 'Swieqi Residential Complex', Triq il-Qatta, Is-Swieqi	Registration of Rules	06/01/2023
5182	552, 'Munxar View', Triq il-Qaliet, Wied il-Għajn	Registration of Rules	17/01/2023
5195	57, 'The Crown', Triq il-Katidral, Tas-Sliema	Registration of Rules	24/01/2023

Dr Claude Sapiano, LLD
Land Registrar

9th February, 2023

POLICE NOTICE

No. 16

The Commissioner of Police hereby notifies that in terms of Subsidiary Legislation 65.05 and Subsidiary Legislation 65.13, the streets listed hereunder are to be classified as Tow Zones.

In virtue of Section 52 (1) of the Traffic Regulations (Chapter 65). The Commissioner of Police hereby notifies that the transit and stopping of vehicles through the streets mentioned hereunder may be prohibited on the dates and times indicated.

Il-Belt Valletta

Nhar is-Sibt, 11 ta' Frar, 2023 mis-7.00 a.m. sa nofsillejl minn Triq San Pawl bejn Triq Melita u Triq San Duminku.

Nhar is-Sibt, 11 ta' Frar, 2023 minn nofsinhar sa nofsillejl minn Triq l-Arċisqof bejn Triq San Pawl u Triq Merkanti.

Nhar is-Sibt, 11 ta' Frar, 2023 minn nofsinhar sal-10.00 p.m. minn Triq Melita bejn Triq Merkanti u Triq San Pawl.

Nhar is-Sibt, 11 ta' Frar, 2023 mill-4.00 p.m. sat-8.00 p.m. minn Triq San Duminkun bejn Triq San Pawl u Triq il-Merkanti u Triq il-Merkanti bejn Triq San Duminku u triq San Kristofru.

L-għeluq tat-toroq isir skont il-bżonn.

It-trasport pubbliku (Valletta Circular Bus) jista' jkun affettwat.

Vetturi li jiksru l-ordni ta' dan l-avviż ikunu suġġetti li jiġu rmunkati.

Id-9 ta' Frar, 2023

TRANSPORT MALTA

Avviż Lokali lill-Baħħara Nru. 22 tal-2023

B'żieda ma' Avviż Lokali lill-Baħħara Nru. 17 tal-2023 dwar nar tal-ajru – Festa ta' San Pawl – Il-Belt Valletta – 2023

B'referenza għal Avviż Lokali lill-Baħħara Nru. 17 tal-2023.

Id-Direttorat tal-Portijiet u l-Yachting, Transport Malta, jinnotifika lill-baħħara u lis-sidien tal-bastimenti li Avviż Lokali lill-Baħħara Nru. 17 tal-2023 jista' japplika dan li ġej:

Jekk, minħabba kundizzjonijiet tat-temp mhux favorevoli nhar il-Ġimgħa, 10 ta' Frar, 2023, il-wirja ma tkunx tista' ssir dakinhar, issir nhar is-Sibt, 11 ta' Frar, 2023, fl-istess ħin u mill-istess post.

L-informazzjoni kollha msemmija f'Avviż Lokali lill-Baħħara Nru. 17 tal-2023 se tapplika wkoll f'din id-data l-ġdida.

Chart affettwata: BA 177

Id-9 ta' Frar, 2023

Valletta

On Saturday, 11th February, 2023 from 7.00 a.m. till midnight through Triq San Pawl between Triq Melita and Triq San Duminku;

On Saturday, 11th February, 2023 from noon till midnight through Triq l-Arċisqof between Triq San Pawl and Triq Merkanti;

On Saturday, 11th February, 2023 minn nofsinhar sal-10.00 p.m. through Triq Melita between Triq Merkanti and Triq San Pawl;

On Saturday, 11th February, 2023 from 4.00 p.m. till 8.00 p.m. through Triq San Duminku between Triq San Pawl and Triq il-Merkanti and Triq il-Merkanti between Triq San Duminku and Triq San Kristofru.

Road closure as required.

Public Transport (Valletta Circular Bus) may be effected.

Any vehicles found parked in contravention to the order of this notice are liable to be towed away.

9th February, 2023

TRANSPORT MALTA

Local Notice to Mariners No. 22 of 2023

Further to Local Notice to Mariners No. 17 of 2023 regarding Fireworks – Feast of St Paul's Shipwreck – Valletta – 2023

Reference is made to Local Notice to Mariners No. 17 of 2023.

The Ports and Yachting Directorate, Transport Malta, notifies mariners and owners of vessels that further Local Notice to Mariners No. 17 of 2023 the following may apply:

If due to unfavourable weather conditions on Friday, 10th February, 2023, the display cannot be held on the day, it will be held on Saturday, 11th February, 2023, at the same time and from the same place.

All the information mentioned in Local Notice to Mariners No. 17 of 2023 will also apply on this new date.

Chart affected: BA 177

9th February, 2023

MINISTERU GĦALL-AFFARIJIET BARRANIN U EWROPEJ U L-KUMMERĊ

Pożizzjoni ta' Policy Officer fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Id-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, jilqa' applikazzjonijiet għall-pożizzjoni ta' Policy Officer fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Persuna magħżula tidħol f'assenjament ta' tliet (3) snin bħala Policy Officer fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ.

2.2 Il-pożizzjoni ta' Policy Officer hija suġġetta għal perjodu ta' prova ta' sena (1).

2.3 Il-persuna magħżula se tkun qed tirrapporta għax-xogħol fil-Head Office tal-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, bil-possibbiltà li sservi fir-Rappreżentanza Permanenti ta' Malta għan-Nazzjonijiet Magħquda fi New York, skont l-esiġenzi tal-Ministeru.

2.4 Peress li din hi pożizzjoni ta' fiduċja, il-pożizzjoni ta' Policy Officer tikkostitwixxi raġuni oġġettiva li taqa' taħt Regolament 7 (4) (b) (ii) tal-Liġi Sussidjarja 452.81 intitolat 'Regolamenti dwar Kuntratti ta' Servizz għal Żmien Fiss'.

2.5 Uffiċjal li jkollu pożizzjoni ta' natura definita (jiġifieri b'raġuni oġġettiva), li jinsab fl-aħħar erba' (4) xhur tat-terminu definit tiegħu, jista' japplika lateralment, anke jekk il-pożizzjoni reklamata għandha l-istess speċjalizzazzjoni li huwa għandu bħalissa.

2.6 L-aċċettazzjoni ta' ħatra f'din il-pożizzjoni tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Salarju Marbut mal-Pożizzjoni

3.1 Is-salarju marbut mal-pożizzjoni ta' Policy Officer huwa ekwivalenti għal żewġ inkrimenti inqas mill-massimu ta' Skala 9 (ekwivalenti għal €26,284.11 fl-2023).

3.2 Policy Officer b'salarju ekwivalenti għal żewg (2) inkrimenti inqas mill-massimu ta' Skala 9, ikun intitolat għal żieda ta' inkriment ieħor (ekwivalenti għal €26,731.44

MINISTRY FOR FOREIGN AND EUROPEAN AFFAIRS AND TRADE

Position of Policy Officer in the Ministry for Foreign And European Affairs and Trade

Nomenclatures denoting the male gender include also the female gender.

1. The Director for Corporate Services, Ministry for Foreign and European Affairs and Trade, invites applications for the position of Policy Officer in the Ministry for Foreign and European Affairs and Trade.

Duration of Assignment and Conditions

2.1 A selected candidate will enter into a three (3) year assignment as a Policy Officer in the Ministry for Foreign and European Affairs and Trade.

2.2 The position of Policy Officer is subject to a probationary period of one (1) year.

2.3 The selected candidate will be deployed at the Head Office of the Ministry for Foreign and European Affairs and Trade, with the possibility to serve at the Malta Permanent Representation to the United Nations in New York, according to the exigencies of the Ministry.

2.4 Since this is a position of trust, the position of Policy Officer constitutes an objective reason which falls under Regulation 7(4) (b) (ii) of Subsidiary Legislation 452.81 entitled 'Contracts of Service for a Fixed Term Regulations'.

2.5 An officer holding a position of a definite nature (i.e. with objective reason), who is in the last (4) months of his/her definite term, may apply laterally, even if the advertised position carries the same specialisation that s/he currently holds.

2.6 Accepting appointment in this position signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Salary Pegged to the Position

3.1 The Salary attached to the position of Policy Officer is equivalent to the maximum of Salary Scale 9 less two (2) increments (equivalent to €26,284.11 in 2023).

3.2 A Policy Officer with a salary equivalent to the maximimum step for Salary Scale 9 less two (2) increments will be entitled to an increase of an increment (equivalent to

fl-2023) mal-konferma tal-ħatra wara ż-żmien ta' prova jew wara t-tlestija ta' sena (1) servizz fil-pożizzjoni, liema waħda tiġi l-aħħar.

3.3 Il-Policy Officer jilħaq il-massimu tas-salarju fuq Skala 9 (ekwivalenti għall-€27,178.77 fl-2023) wara sena mill-konferma tal-ħatra jew wara t-tlestija ta' sentejn (2) servizz fil-pożizzjoni, liema waħda tiġi l-aħħar.

Dmirijiet

4. Id-dmirijiet għal din il-pożizzjoni ta' Policy Officer jinkludu li:

i. Iħejji dokumenti ta' policy, dokumenti analitiċi u ta' sfond, briefs, rapporti, diskorsi, kif ukoll riċerka, b'appoġġ għall-attivitajiet tal-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, inkluż xogħol relatat mal-politika esterna fir-rigward tal-UE; kwisjonijiet trattati speċjalment fin-Nazzjonijiet Magħquda u l-Aġenziji tagħha, u kwistjonijiet oħra trattati fir-relazzjonijiet internazzjonali;

ii. Iwettaq dmirijiet ta' rappreżentanza f'Malta u barra l-pajjiż fl-insegwiment tal-għanijiet tal-politka barranija ta' Malta, inkluża l-parteċipazzjoni f'konferenzi u laqgħat relatati ma' kwistjonijiet ta' interess għall-Kunsill tas-Sigurtà tan-Nazzjonijiet Magħquda;

iii. Jipparteċipa f'attivatijiet b'rabta mal-promozzjoni ta' politika, kummerċjali, ekonomika u kulturali ta' Malta fuq livelli internazzjonali, reġjonali, kif ukoll bilaterali;

iv. Jgħin fil-preparamenti loġistiċi u organizzattivi, kif meħtieġ, għal avvenimenti, attivatijiet u laqgħat organizzati mill-Ministeru;

v. Ġestjoni xierqa ta' dmirijiet amministrattivi u/jew kordinattivi, inkluż xogħol finanzjarju u ta' riżorsi umani, fl-Uffiċċju Prinċipali u/jew f'Missjonijiet barranin;

vi. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

vii Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

5.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin

€26,731.44 in 2023) on confirmation of appointment after the probationary period of one (1) year or completion of one (1) year of service, whichever is the latter.

3.3 A Policy Officer will attain the maximum of Scale 9 (equivalent to €27,178.77 in 2023) one (1) year after the confirmation of appointment or after the completion of two (2) years of service, whichever is the latter.

Duties

4. The job duties for the position of Policy Officer include:

i. Preparation of policy papers, analytical and background papers, briefs, reports, speeches, as well as research, in support of the activities of the Ministry for Foreign and European Affairs and Trade, including work related to policy with regard to EU external matters, especially the United Nations and its Agencies, and other matters dealt with in international relations;

ii. Undertaking of representational duties in Malta and overseas in the pursuit of Malta`s foreign policy objectives, including participation in conferences and meetings related to matters of interest to the UN Security Council;

iii. Participate in activities in connection with the promotion of Malta`s political, commercial, economic and cultural relationship on international, regional as well as bilateral levels;

iv. Assisting in the logistical and organisational preparations, as required, for events, activities and meetings organised by the Ministry;

v. Proper management of administrative coordinative duties including financial and personnel work at Head Office and/or in Missions overseas;

vi. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

vii. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

5.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of the other Member States of the European Union who are entitled to equal treatment to Maltese citizens

fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. ikunu profiċjenti fil-lingwa Maltija u fil-lingwa Ingliża. Għarfien f'lingwa oħra Ewropea huwa meqjus bħala vantaġġ;

iii. (a) ikollhom, kwalifika rikonoxxuta f'Livell 6 tal-MQF b'minimu ta' 180 krettu ECTS/ECVETS f'oqsma rilevanti mhux anqas minn sena (1) esperjenza ta' xogħol rilevanti*.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, hekk kif applikabbli, hija aċċettata biss

in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. be proficient in the Maltese and English languages. Knowledge of another European language is considered an asset;

iii. (a) in possession of a recognised qualification at MQF Level 6, with a minimum of 180 ECTS/ECVETS credits or equivalent in relevant areas, plus one (1) year relevant work experience*.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an

suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

JEW

(b) Uffiċjali pubbliċi fi skala ta' salarju mhux anqas minn Skala 12 u mhux anqas minn erba' (4) snin espejenza ta' xogħol rilevanti.

Uffiċjali pubbliċi li japplikaw għal din il-pożizzjoni jridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

5.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'Livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-Livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

5.3 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet, mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

5.4 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'din il-pożizzjoni, skont 5.1 sa 5.3 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

5.5 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra

MFHEA formal recognition statement being submitted with the application.

OR

(b) Public officers in scale not below scale 12 with four (4) years relevant work experience.

Public officers applying for this position must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

5.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF Level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF Level, by the closing time and date of the call for applications.

5.3 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP47 is to be requested by HR Unit of the ministry/department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

5.4 Applicants must be eligible to take up their due appointment, in terms of 5.1 to 5.3 above, not only by the closing time and date of this call for applications but also on the date of appointment.

5.5 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their

tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

5.6 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

6.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

6.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

7.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-pożizzjoni. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

7.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 5.1 sa 5.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, permezz tar-Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

5.6 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

6.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

6.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

7.1 Eligible applicants will be assessed by a selection board to determine their suitability for the position. The maximum mark for this selection process is 100% and the pass mark is 50%.

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.5, have proven relevant work experience.

Submission of Applications

8.1 Applications are to be submitted, for the attention of the Director for Corporate Services, Ministry for Foreign and European Affairs and Trade through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

8.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

8.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

9. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
il-proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;
eżami mediku;
aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mid-Dipartiment tar-Riżorsi Umani, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, 331, Allied House, Triq San Pawl, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku, in-numru tat-telefown u l-indirizz elettroniku tad-Dipartiment huma (www.foreign.gov.mt), (+356) 2204 3030 u (recruitment.mfet@gov.mt).

Id-9 ta' Frar, 2023

MINISTERU GĦALL-AFFARIJIET BARRANIN U EWROPEJ U L-KUMMERĊ

Post ta' Manager II (Riżorsi Umani) fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Id-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, jilqa'

8.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

8.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

8.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

9. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
the submission of recognition statements in respect of qualifications;
the publication of the result;
the process for the submission of petitions concerning the result;
medical examination;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the Human Resources Department, Ministry for Foreign and European Affairs, 331, Allied House, Triq San Pawl, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address, contact number and email address of the receiving Department are (www.foreign.gov.mt), (+356) 2204 3030 and (recruitment.mfet@gov.mt).

9th February, 2023

MINISTRY FOR FOREIGN AND EUROPEAN AFFAIRS AND TRADE

Post of Manager II (Human Resources) in the Ministry for Foreign and European Affairs and Trade

Nomenclatures denoting the male gender include also the female gender.

1. The Director for Corporate Services, Ministry for Foreign and European Affairs and Trade, invites applications

applikazzjonijiet għall-post ta' Manager II (Riżorsi Umani) fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' tnax-il (12) xahar.

2.2 Waqt il-perjodu ta' prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju ta' Manager II (Riżorsi Umani) huwa ta' Skala ta' Salarju 7, li fl-2023 huwa ta' €27,697.53 fis-sena, li jiżdied b'€531.17 fis-sena sa massimu ta' €30,884.55.

2.4 Persuna fil-grad ta' Manager II fi Skala ta' Salarju 7 titla' fi Skala ta' Salarju 6 (€29,446.19 x €596.33 - €33,024.17 fis-sena 2023) wara tliet (3) snin servizz bħala Manager II fi Skala ta' Salarju 7, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.6 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

2.7 Applikazzjonijiet laterali minn uffiċjali pubbliċi li diġà għandhom ħatra fl-istess grad li qiegħda tkun reklamata huma permessi biss jekk il-qasam ta' speċjalizzazzjoni tal-post vakanti huwa differenti minn dak tal-applikant u jeħtieġ kwalifika speċifika relatata bħala rekwiżit ta' eliġibbiltà, li l-applikant irid jissodisfa.

a. Il-persuni maħtura fil-linji maniġerjali/ta' uffiċjal/prattikanti jridu jkunu servew fil-ħatra attwali tagħhom, u għandhom iservu f'din il-kariga għal minimu ta' sentejn (2) qabel ma japplikaw lateralment. Dan mhuwiex applikabbli għal skopijiet ta' promozzjoni, suġġett għall-kriterji ta' eliġibbiltà pertinenti.

b. L-uffiċjali l-oħra kollha għandhom jiġu kkonfermati fil-ħatra, u jekk jinħatru għandhom iservu f'dan il-post għal minimu ta' sentejn (2), qabel ma japplikaw lateralment. Din il-kundizzjoni tal-aħħar mhijiex applikabbli għal finijiet ta' promozzjoni.

for the post of Manager II (Human Resources) in the Ministry for Foreign and European Affairs and Trade.

Terms and Conditions

2.1 This appointment is subject to a probationary period of twelve (12) months.

2.2 During the probationary/trial period, appointees must successfully complete appropriate induction programmes organised by the Institute for the Public Services to be eligible for confirmation of appointment.

2.3 The salary for the post of Manager II (Human Resources) is Salary Scale 7, which in the year 2023 is €27,697.53 per annum, rising by annual increments of €531.17 up to a maximum of €30,884.55.

2.4 A Manager II in Salary Scale 7 will progress to Salary Scale 6 (€29,446.19 x €596.33 - €33,024.17 in 2023) on completion of three (3) years service as Manager II in Salary Scale 7, subject to satisfactory performance.

2.5 Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 15% of their basic salary, subject to satisfactory performance and subject to Central Administration's policies in force from time to time.

2.6 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

2.7 Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

a. Appointees within the managerial/officer/practitioners streams must have served in their current post, and are to serve in this post for a minimum of two (2) years before applying laterally. This is not applicable for promotion purposes, subject to the pertinent eligibility criteria.

b. All other officers must be confirmed in appointment, and if appointed are to serve in this post for a minimum of two (2) years, before applying laterally. The latter condition is not applicable for promotion purposes.

2.8 Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi l-imsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor fil-qasam tar-Riżorsi Umani, skont il-postijiet vakanti stabbiliti.

2.9 Ir-riżultat ikun validu għal sentejn (2) mid-data tal-pubblikazzjoni.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Manager II (Riżorsi Umani) jinkludu li:

i. Jassisti lid-direttur/l-assistent direttur/lis-senior manager bil-monitoraġġ tal-funzjonijiet delegati tal-policies, programmi u prattiki kollha tar-Riżorsi Umani biex jiżgura konformità mal-policies ċentrali mal-Ministeru;

ii. Jassisti fil-kordinament mad-direttorati kollha fil-Ministeru biex jevalwa u jirrakkomanda lill-Kap tad-Direttorat tar-Riżorsi Umani l-bżonnijiet tar-Riżorsi Umani, pjanijiet ta' suċċessjoni u nuqqas ta' ħiliet;

iii. Jappoġġa t-titjib tal-prestazzjoni fil-Ministeru/Dipartiment permezz tal-ippjanar, il-monitoraġġ u l-evalwazzjoni tar-riżultati filwaqt li jsiru referenzi neċessarji għall-impjegati li jeħtieġu gwida fil-karriera, pariri jew miżuri korrettivi/dixxiplinarji;

iv. Jimmaniġġja verifiki kostanti u regolari ta' konformità biex jiġi żgurat li l-policies stabbiliti qed jiġu osservati, u tiġi segwita l-implimentazzjoni f'waqtha tal-miżuri korrettivi meħtieġa;

v. Jassisti lis-senior management fil-kordinazzjoni bejn l-Istrateġija tar-Riżorsi Umani u l-business goals, jikkontribwixxi lejn l-Analiżi tal-Ħtiġiet ta' Taħriġ u jappoġġja programmi ta' ġestjoni tal-bidla;

vi. Jimmaniġġja l-ġbir ta' data relatata mar-rekords tar-Riżorsi Umani tal-Ministeru billi juża s-sistemi standard tad-Dakar HR Corporate Data System għad-dħul ta' data, mistoqsijiet u rappurtar;

vii. Isegwi mal-kapijiet tal-Ministeru biex jiżgura l-implimentazzjoni u l-konformità sħiħa tal-valutazzjonijiet ta' prestazzjoni u jieħu l-azzjoni meħtieġa biex jindirizza kull appraisal pendenti biex jiżgura li t-timeframes jiġu osservati strettament;

viii. Jivverifika li s-sejħiet għall-pubblikazzjoni jiġu sottomessi b'mod korrett u skont it-timeframes meħtieġa, u jimmaniġġja l-funzjonijiet operattivi f'dak li għandu x'jaqsam ma' riżorsi billi jaġġorna r-rekwiżiti tal-impjiegi u d-deskrizzjonijiet tal-impjiegi għall-postijiet/karigi kollha;

2.8 It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred at own request to carry out duties elsewhere in Human Resources, in accordance with established vacancies.

2.9 The result will be valid for a period of two (2) years from the date of publication.

Duties

3. The job duties for the post of Manager II (Human Resources) include:

i. Supports the director/assistant director/senior manager with the monitoring of delegated functions of all Human Resources policies, programs, and practices to ensure compliance with central policies across the Ministry;

ii. Assists in the liaison with all directorates in the Ministry to assess and recommend to the head of the HR Directorate the Human Resources requirements, succession plans and skills gaps;

iii. Supports the improvement of the performance in the Ministry/Department through planning, monitoring, and appraising of results whilst making necessary referrals for employees who require career guidance, counselling or corrective/disciplinary measures;

iv. Manages constant and regular compliance checks to ensure that established policies are being adhered to, and follow up on the timely implementation of corrective measures required;

v. Supports senior management in the alignment between the HR Strategy and business goals, contributes towards the Training Needs Analysis and supports change management programmes;

vi. Manages the collations of data related to Human Resources records of the Ministry by utilising the standard Dakar HR Corporate data systems for data entry, enquiry and reporting;

vii. Follows up with the Heads of the Ministry to ensure implementation and full compliance of performance appraisals and takes the necessary action to address any pending appraisals to ensure that timeframes are strictly adhered to;

viii. Verifies that calls for publication are submitted correctly and according to required timeframes, and manages operational functions in relation to resourcing by updating job requirements and job descriptions for all posts/positions;

ix. Jappoġġja u, fejn meħtieġ, jipparteċipa b'mod attiv fil-ġestjoni ta' relazzjonijiet industrijali fil-Ministeru u jħejji d-data/il-ħidma finanzjarja kollha meħtieġa f'każ ta' negozjati;

x. Jipprepara, jaqsam l-informazzjoni u jirreferi lill-IPS impjegati ġodda li jridu jagħmlu kors ta' induzzjoni jew impjegati oħra li jeħtieġu taħriġ ta' żvilupp wara r-riżultati ta' performance appraisals kif ukoll jikkordina l-orjentazzjoni interministerjali kif meħtieġ;

xi. Jappoġġja l-Kultura ta' Eċċellenza filwaqt li jassigura komunikazzjoni effettiva fil-livelli kollha;

xii. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

xiii. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

L-oġġettivi tal-post huma li jappoġġjaw il-funzjonijiet kollha tal-immaniġġjar tar-Riżorsi Umani inkluż l-ippjanar tar-Riżorsi Umani, konformità tal-proċessi delegati u mmaniġġjar ta' ġestjoni tar-rekords/data/statistika aġġornati tal-impjegati li fuqhom jittieħdu d-deċiżjonijiet strateġiċi tar-Riżorsi Umani. Dan ir-rwol huwa kumplimentari għal dak ta' People Management.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-

ix. Supports and if necessary actively participates in the management of harmonious industrial relations in the Ministry and prepares all the required data/financial workings in case of negotiations;

x. Prepares, shares data and refers to the IPS all new employees who have to undergo induction or other employees who require development following results of performance appraisals as well as coordinates the inter ministry orientation as necessary;

xi. Supports the Culture of Excellence whilst ensuring effective communication at all levels;

xii. Undertakes any other tasks, which the superior may delegate to him/her as may be required;

xiii. Any other duties as directed by the Principal Permanent Secretary.

The objectives of the post are to support all Human Resources Management functions including HR planning, compliance of delegated processes and the management of updated employees records/data/statistic upon which Strategic Human Resource Management decisions are taken. This role is complementary to that of People Management.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the

regolament 4 tar-Regolamenti tal-2006 dwar Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi), jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw/ikunu profiċjenti fil-Malti u fl-Ingliż;

U

iii. ikollhom Masters degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Work and Human Resources Management jew Training and Development jew Public Administration jew Public Management jew Corporate Governance and Leadership jew Leadership and Organisational Behaviour jew Management and Leadership jew Strategy, Leadership and Change Management jew Industrial Relations and Workplace Learning jew Business Administration jew Evidence Based Management.

*Kwalifiki ta' Masters rikonuxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent ta' Masters mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

Status of Long-Term Residents (Third Country Nationals) Regulations, 2006 or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the Family Reunification Regulations, 2007; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in/must be proficient in the Maltese and English languages;

AND

iii. in possession of a recognised Masters degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Work and Human Resources Management or Training and Development or Public Administration or Public Management or Corporate Governance and Leadership or Leadership and Organisational Behaviour or Management and Leadership or Strategy or Leadership and Change Management or Industrial Relations and Workplace Learning or Business Administration or Evidence Based Management.

*A recognised Masters qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MFHEA formal Masters recognition statement being submitted with the application.

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'Livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-Livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3 Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 (iii) jew kif indikat f'paragrafu 4.2, xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika sal-31 ta' Mejju, 2023. Jekk l-iskadenza ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(a) Il-perjodu ta' prova u l-intitolament għall-progressjoni (skont il-każ) jibdew jgħoddu mid-data tal-ħatra

(b) Il-persuni maħtura ma jibbenefikaw minn ebda benefiċċji, sakemm jiksbu l-kwalifika jew ikunu approvati għall-kisba tal-kwalifika indikata, kif imsemmi f'paragrafu 4.1(iii) jew 4.2.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.5 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.4 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.6 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF Level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.3 Furthermore, candidates who have not yet formally obtained the qualification specified in paragraphs 4.1(iii) or else as indicated in paragraph 4.2 will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification by the 31st May, 2023. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(a) The probation period and progression entitlement (as the case may be) start to count from date of appointment

(b) Such appointees will not benefit from any allowances until attainment of, or are approved for the indicated qualification referred to in clause 4.1(iii) and 4.2.

4.4 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP47 is to be requested by HR Unit of the ministry/department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.5 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.6 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their

tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.7 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2 Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 200 u l-marka li persuna trid iġġib biex tgħaddi hija 120.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, permezz tar-Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tinbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.7 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documentation

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 200 and the pass mark is 120.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of applications

7.1 Applications are to be submitted, for the attention of the Director for Corporate Services, Ministry for Foreign and European Affairs and Trade, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottomettu l-applikazzjoni tagħhom.

7.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mid-Dipartiment tar-Riżorsi Umani, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, 331, Allied House, Triq San Pawl, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku, in-numru tat-telefown u l-indirizz elettroniku tad-Dipartiment huma (www.foreign.gov.mt), (+356) 2204 3030 u (recruitment.mfet@gov.mt).

Id-9 ta' Frar, 2023

MINISTERU GĦALL-AFFARIJIET BARRANIN U EWROPEJ U L-KUMMERĊ

Post ta' Assistant Manager (Riżorsi Umani) fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Id-Direttur għas-Servizzi Korporattvi, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, jilqa'

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) would not be accepted.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other general provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the Human Resources Department, Ministry for Foreign and European Affairs and Trade, 331, Allied House, Triq San Pawl, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address, contact number and email address of the receiving Department are (www.foreign.gov.mt), (+356) 2204 3030 and (recruitment.mfet@gov.mt).

9th February, 2023

MINISTRY FOR FOREIGN AND EUROPEAN AFFAIRS AND TRADE

Post of Assistant Manager (Human Resources) in the Ministry for Foreign and European Affairs and Trade

Nomenclatures denoting the male gender include also the female gender.

1. The Director for Corporate Services, Ministry for Foreign and European Affairs and Trade, invites applications

applikazzjonijiet għall-post ta' Assistant Manager (Riżorsi Umani) fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' sitt (6) xhur.

2.2 Waqt il-perjodu ta' prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju ta' Assistant Manager (Riżorsi Umani) huwa ta' Skala ta' Salarju 11, li fis-sena 2023 hija ekwivalenti għal €21,630 fis-sena, li tiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €23,881.02.

2.4 Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 11 titla' għal Skala 10, li fis-sena 2023 hija ekwivalenti għal €23,029.57 fis-sena, li tiżdied b'żidiet annwali ta' €407.67 sa massimu ta' €25,475.59 wara tliet (3) snin servizz bħala Assistant Manager fi Skala ta' Salarju 11, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

2.6 Applikazzjonijiet laterali minn uffiċjali pubbliċi li diġà għandhom ħatra fl-istess grad li qiegħda tkun reklamata huma permessi biss jekk il-qasam ta' speċjalizzazzjoni tal-post vakanti huwa differenti minn dak tal-applikant u jeħtieġ kwalifika speċifika relatata bħala rekwiżit ta' eliġibbiltà, li l-applikant irid jissodisfa.

a. Il-persuni maħtura fil-linji maniġerjali/ta' uffiċjal/prattikanti jridu jkunu servew fil-ħatra attwali tagħhom, u għandhom iservu f'din il-kariga għal minimu ta' sentejn (2) qabel ma japplikaw lateralment. Dan mhuwiex applikabbli għal skopijiet ta' promozzjoni, suġġett għall-kriterji ta' eliġibbiltà pertinenti.

b. L-uffiċjali l-oħra kollha għandhom jiġu kkonfermati fil-ħatra, u jekk jinħatru għandhom iservu f'dan il-post għal minimu ta' sentejn (2), qabel ma japplikaw lateralment. Din il-kundizzjoni tal-aħħar mhijiex applikabbli għal finijiet ta' promozzjoni.

2.7 Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi l-imsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu

for the post of Assistant Manager (Human Resources) in the Ministry for Foreign and European Affairs and Trade.

Terms and Conditions

2.1 This appointment is subject to a probationary period of six (6) months.

2.2 During the probationary/trial period, appointees must successfully complete appropriate induction programmes organised by the Institute for the Public Services to be eligible for confirmation of appointment.

2.3 The salary for the post of Assistant Manager (Human Resources) is Salary Scale 11, which in the year 2023 is equivalent to €21,630 per annum, rising by annual increments of €375.17 up to a maximum of €23,881.02.

2.4 An Assistant Manager in Salary Scale 11 will progress to Scale 10, which in the year 2023 is equivalent to €23,029.57 per annum, rising by annual increments of €407.67 up to a maximum of €25,475.59, on completion of three (3) years service as Assistant Manager in Salary Scale 11, subject to satisfactory performance.

2.5 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

2.6 Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

a. Appointees within the managerial/officer/practitioners streams must have served in their current post, and are to serve in this post, for a minimum of two (2) years before applying laterally. This is not applicable for promotion purposes, subject to the pertinent eligibility criteria.

b. All other officers must be confirmed in appointment, and if appointed are to serve in this post for a minimum of two (2) years, before applying laterally. The latter condition is not applicable for promotion purposes.

2.7 It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred

jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor fil-qasam tar-Riżorsi Umani, skont il-postijiet vakanti stabbiliti.

2.8 Ir-riżultat ikun validu għal sentejn (2) mid-data tal-pubblikazzjoni.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Assistant Manager (Riżorsi Umani) jinkludu li:

i. Jikkompila l-informazzjoni kollha mitluba meħtieġa għall-ippjanar effettiv tal-HR, il-ġbir tad-data kif dirett mill-maniġment superjuri;

ii. Iżomm kif iggwidat is-sistemi ta' preżentata meħtieġa fir-rigward tal-kwistjonijiet kollha relatati tar-Riżorsi Umani;

iii. Jappoġġja l-ġbir tad-data u r-rekords tar-Riżorsi Umani billi jżomm sistema ta' preżentata u ta' rkupru u jżomm rekords tal-passat u attwali, li għandha tiġi allinjata mas-sistema ċentrali ta' DAKAR kif meħtieġ;

iv. Jappoġġja kif meħtieġ, biex jara li kwistjonijiet relatati mal-politiki, il-programmi u l-prattiki tar-riżorsi umani huma konformi mal-politiki ċentrali;

v. Jassisti fil-kontrolli regolari ta' konformità li jiżguraw li l-politiki stabbiliti jkunu qed jiġu osservati, u jassisti fil-kumpilazzjoni tar-rapporti dwar miżuri korrettivi meħtieġa mill-maniġment superjuri u l-partijiet involuti;

vi. Jikkontribwixxi kif meħtieġ fir-rigward ta' sejħiet għall-pubblikazzjoni li jsegwu l-mudelli rispettivi u jappoġġja l-monitoraġġ tat-tħejjija ta' tali sejħiet:

vii. Jappoġġja l-għoti ta' kwalunkwe data meħtieġa f'każ ta' negozjati mat-trade unions:

viii. Jikkollabora mal-IPS fir-rigward tad-data tal-impjegati li jeħtieġu induzzjoni;

ix. Ixerred informazzjoni u aġġornamenti dwar l-amministrazzjoni pubblika kif meħtieġ:

x. Jipparteċipa fil-funzjonijiet operattivi fir-rigward tar-resourcing, prinċipalment fl-aġġornament ta' informazzjoni relatata mad-deskrizzjonijiet tal-impjieg għall-karigi/pożizzjonijiet kollha;

xi. Jappoġġja u jipparteċipa b'mod attiv fil-forniment ta' servizz ta' eċċellenza lill-klijenti u jippromovi l-kultura ta' eċċellenza b'mod partikolari l-ethos tas-Servizz Pubbliku;

xii. Iwettaq dmirijiet oħra kif assenjati mill-maniġment superjuri minn żmien għal żmien;

at own request to carry out duties elsewhere in Human Resources, in accordance with established vacancies.

2.8 The result will be valid for a period of two (2) years from the date of publication.

Duties

3. The job duties for the post of Assistant Manager (Human Resources) include:

i. Compiles all requested information required for effective HR planning, data collation as directed by senior management;

ii. Maintains as guided the necessary filing systems in respect of all related Human Resources matters;

iii. Supports in the collations of data and human resource records by maintaining a filing and retrieval system and keeping past and current records, which is to be aligned to the Central DAKAR system as required;

iv. Supports as required, in overseeing that matters related to human resources policies, programmes and practices are compliant with central policies;

v. Assists in the regular compliance checks that ensure that established policies are being adhered to, and supports with the compilation of reports on corrective measures required by senior management and parties involved;

vi. Contributes as necessary with respect to calls for publication which follow the respective templates and supports with monitoring the preparation of such calls;

vii. Supports with providing any required data in case of negotiations with trade unions;

viii. Liaises with the IPS in relation to data of employees who require induction;

ix. Disseminates information and updates on the public administration as required;

x. Participates in the operational functions in relation to resourcing mainly in the updating of information related to job descriptions for all posts/positions;

xi. Supports and actively participates in the provision of a service of excellence to clients and promotes culture of excellence particularly ethos of the Public Service;

xii. Carrying out any other duties as assigned by senior management team from time to time;

xiii. Iwettaq dmirijiet oħra li jistgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;

xiv. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/lilha, kif jista' jkun meħtieġ;

xv. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

L-oġġettivi tal-post huma li jappoġġjaw il-funzjonijiet kollha tal-immaniġġjar tar-Riżorsi Umani inkluż l-ippjanar tar-Riżorsi Umani, konformità tal-proċessi delegati u mmaniġġjar ta' ġestjoni tar-rekords/data/statistika aġġornati tal-impjegati li fuqhom jittieħdu d-deċiżjonijiet strateġiċi tar-Riżorsi Umani. Dan ir-rwol huwa kumplimentari għal dak ta' People Management.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit

xiii. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary;

xiv. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xv. Any other duties as directed by the Principal Permanent Secretary.

The objectives of the post are to support all Human Resources Management functions including HR planning, compliance of delegated processes and the management of updated employees records/data/statistic upon which Strategic Human Resource Management decisions are taken. This role is complementary to that of People Management.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the Status of Long-Term Residents (Third Country Nationals) Regulations, 2006 or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the Family Reunification Regulations, 2007; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and

u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw/ikunu profiċjenti fil-Malti u fl-Ingliż;

iii. a. fil-pussess ta' Diploma rikonoxxuta komparabbli fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fil-Work and Human Resources Management jew Training and Development jew Public Administration jew Public Management jew Corporate Governance and Leadership jew Leadership and Organisational Behaviour jew Management and Leadership jew Strategy jew Leadership and Change Management jew Industrial Relations and Workplace Learning jew Business Administration.

*Kwalifika rikonoxxuta komparabbli ma' 60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'Livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew

their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in/proficient in the Maltese and English languages;

iii. a. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, or equivalent*) in Work and Human Resources Management or Training and Development or Public Administration or Public Management or Corporate Governance and Leadership or Leadership and Organisational Behaviour or Management and Leadership or Strategy or Leadership and Change Management or Industrial Relations and Workplace Learning or Business Administration.

*A recognised qualification comparable to 60 ECTS/ECVET credits, as applicable, is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF Level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and

ekwivalenti, u laħqu l-Livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3 Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 (a) sa 4.1 (c) jew kif indikat f'paragrafu 4.2, xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika sal-31 ta' Mejju, 2023. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(a) Il-perjodu ta' prova u l-intitolament għall-progressjoni (skont il-każ) jibdew jgħoddu mid-data tal-ħatra.

(b) Il-persuni maħtura ma jibbenefikaw minn ebda benefiċċji, sakemm jiksbu l-kwalifika jew ikunu approvati għall-kisba tal-kwalifika indikata, kif imsemmi f'paragrafu 4.1 (iii) jew 4.2.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.5 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.4 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.6 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.7 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-

attained the required MQF Level, by the closing time and date of the call for applications.

4.3 Furthermore, candidates who have not yet formally obtained the qualification specified in paragraphs 4.1 (a) to 4.1 (c) or else as indicated in paragraph 4.2 will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification by the 31st May, 2023. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(a) The probation period and progress entitlement (as the case may be) start to count from date of appointment.

(b) Appointees will not benefit from any allowances until attainment of, or are approved for the indicated qualifications referred to in clauses 4.1 (iii) and 4.2.

4.4 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP47 is to be requested by HR Unit of the ministry/department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.5 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.6 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.7 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their

applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2 Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 200 u l-marka li persuna trid iġġib biex tgħaddi hija 120.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, permezz tar-Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottomettu l-applikazzjoni tagħhom.

7.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-

qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documentation

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 200 and the pass mark is 120.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director for Corporate Services, Ministry for Foreign and European Affairs and Trade, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of

notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mid-Dipartiment tar-Riżorsi Umani, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, 331, Allied House, Triq San Pawl, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku, in-numru tat-telefown u l-indirizz elettroniku tad-Dipartiment huma (www.foreign.gov.mt), (+356) 2204 3030 u (recruitment.mfet@gov.mt).

Id-9 ta' Frar, 2023

MINISTERU GĦAS-SAĦĦA

Pożizzjoni ta' Project Administrator fil-Ministeru għas-Saħħa

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa, tilqa' applikazzjonijiet għall-pożizzjoni ta' Amministratur tal-Proġett fil-Ministeru għas-Saħħa.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Persuna magħżula tidħol f'assenjament ta' sentejn (2) bħala Project Administrator fil-Ministeru għas-Saħħa, (li jista' jiġi mġedded għal perjodi oħra).*

2.2 Il-pożizzjoni ta' Project Administrator hija suġġetta għal perjodu ta' prova ta' tnax-il (12) xahar.

notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the Human Resources Department, Ministry for Foreign and European Affairs and Trade, 331, Allied House, Triq San Pawl, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address, contact number and email address of the receiving Department are (www.foreign.gov.mt), (+356) 2204 3030 and (recruitment.mfet@gov.mt).

9th February, 2023

MINISTRY FOR HEALTH

Position of Project Administrator in the Ministry for Health

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management), Ministry for Health, invites applications for the position of Project Administrator in the Ministry for Health.

Duration of Assignment and Conditions

2.1 A selected candidate will enter into a two (2) year assignment as a Project Administrator in the Ministry for Health, (which may be renewed for further periods).*

2.2 The position of Project Administrator is subject to a probationary period of twelve (12) months

2.3 Peress li din hija pożizzjoni ffinanzjata mill-Unjoni Ewropea permezz tal-proġett taċ-Ċentru Ewropew għall-Prevenzjoni u l-Kontroll tal-Mard (ECDC) 'Vaccine Effectiveness, Burden and Impact Studies (VEBIS) tal-Covid-19 u l-Influwenza', il-pożizzjoni ta' Project Administrator hija marbuta ma' terminu ta' żmien fiss jew komplija ta' biċċa xogħol speċifika u għaldaqstant dan jikkostitwixxi raġuni oġġetiva skont Regolament 7(4) tal-Liġi Sussidjarja 452.81 intitolat 'Regolament dwar kuntratti ta' Servizz għal Żmien Fiss'.

2.4 Uffiċjal li jkollu pożizzjoni ta' natura definita (jiġifieri b'raġuni oġġettiva), li jinsab fl-aħħar erba' (4) xhur tat-terminu definit tiegħu, jista' japplika lateralment, anke jekk il-pożizzjoni reklamata għandha l-istess speċjalizzazzjoni li huwa għandu bħalissa.

2.5 L-aċċettazzjoni ta' ħatra f'din il-pożizzjoni tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Salarju Marbut mal-Pożizzjoni

3. Is-salarju marbut mal-pożizzjoni ta' Project Administrator huwa ekwivalenti għal inkriment inqas mill-massimu ta' Skala ta' Salarju 7 (ekwivalenti għal €30,353.38 fl-2023), li jilħaq il-massimu tal-iskala mal-konferma tal-ħatra jew tlestija ta' sena (1) servizz fil-pożizzjoni, liema waħda tiġi l-aħħar.

Dmirijiet

4. Id-dmirijiet għal din il-pożizzjoni ta' Project Administrator jinkludu li:

i. Iwettaq ġestjoni u amministrazzjoni ta' kuljum tal-proġetti;

ii. Jiġi żgurat li r-rekwiżiti u l-proċeduri finanzjarji kollha huma kif stabbiliti;

iii. Jikkordina l-ġestjoni/analitika teknika u tad-dejta tal-proġetti;

iv. Jimmaniġġja l-iskadenzi tal-proġett biex jiżgura li l-iskadenzi jkunu qed jintlaħqu;

v. Jikkomunika ma' istituzzjonijiet sħab biex jiżgura li qed jiġu stabbiliti kollaborazzjonijiet;

vi. Jikteb proposti ta' għotja għal proġetti taħt l-istess żona ta' 'sorveljanza respiratorja';

2.3 Since this is a position financed by the European Union through the European Centre for Disease Prevention and Control (ECDC) project 'Vaccine Effectiveness, Burden and Impact Studies (VEBIS) of Covid-19 and Influenza', the position of Project Administrator is time-barred or linked to the completion of a specific task, such constitutes an objective reason which falls under Regulation 7 (4) of Subsidiary Legislation
452.81 entitled 'Contracts of Service for a Fixed Term Regulations'.

2.4 An officer holding a position of a definite nature (i.e. with objective reason), who is in the last (4) months of his/her definite term, may apply laterally, even if the advertised position carries the same specialisation that s/he currently holds.

2.5 Accepting appointment in this position signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Salary Pegged to the Position

3. The Salary attached to the position of Project Administrator is equivalent to the maximum of Salary Scale 7 less an increment (equivalent to €30,353.38 in 2023), with attainment of maximum of scale on confirmation of appointment after the probationary period of one (1) year or completion of one (1) year service, whichever is the latter.

Duties

4. The job duties for the position of Project Administrator include:

i. Carries out day-to-day management and administration of the projects;

ii. Ensures that all financial requirements and procedures as established;

iii. Coordinates the technical and data management/analytics of the projects;

iv. Manages timelines of the project to ensure deadlines are being met;

v. Liaises with partner institutions to ensure collaborations are being set up;

vi. Writes grant proposals for projects under the same 'respiratory surveillance' area;

vii. Jorganizza laqgħat bejn in-naħa teknika u l-partijiet interessati;

viii. Iwettaq il-kompiti kollha mhux tekniċi li jeħtieġu appoġġ amministrattiv;

ix. Jorganizza kuntratti u salarji ta' persuni involuti fil-proġetti ta' kollegament ma' epiconcept;

x. Jikkomunika ma' msieħba u laqgħat regolari ma' pajjiżi oħra biex jiġu ppreżentati riżultati minn Malta;

xi. Jiltaqa' regolarment ma' tal-casualty, kura primarja, MDH IT, maniġers tal-proġetti tal-fondi tal-UE, u akkwist;

xii. Reviżjoni tal-protokolli: jingaġġa mal-imsieħba biex isib l-informazzjoni meħtieġa biex jimla l-protokolli, jifformattja, u jadatta għal-linji gwida meħtieġa;

xiii. Jissottometti talbiet lill-kumitati tal-etika bbażati fuq il-ħtieġa tal-persuna teknika;

xiv. Iwettaq kull xogħol ieħor li s-superjur jista' jiddelega lilu/lilha, kif ikun meħtieġ;

xv. Kull dmir ieħor kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

5.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-

vii. Organises meetings between the technical side and stakeholders;

viii. Carries out all non-technical tasks that require administrative support;

ix. Organises contracts and salaries of people involved in the projects liaison with epiconcept;

x. Communicates with partners and regular meetings with other countries to present outputs by Malta;

xi. Meets regularly with casualty, primary care, MDH IT, EU fund project managers, and procurement;

xii. Reviews protocols: engage with partners to find the necessary information to fill out protocols, format, and adapt to necessary guidelines;

xiii. Submits requests to ethics committees based on the need of the technical person;

xiv. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xv. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

5.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of the other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the

regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. ikunu profiċjenti fil-lingwi tal-Malti u l-Ingliż;

ii. must be proficient in the Maltese and English languages;

iii. a fil-pussess ta' Grad ta' Masters fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti* fil-Ġestjoni ta' Proġett jew Studji Ewropej jew Saħħa Pubblika jew qasam ieħor relatat mas-saħħa;

iii. a in possession of a Masters Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent* in Project Management or European Studies or Public Health or other health related field;

JEW

OR

b.fil-pussess ta' grad ta' Baċellerat rikonoxxut fil-Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Ġestjoni ta' Proġett, Studji Ewropej, Saħħa Pubblika jew qasam ieħor relatat mas-saħħa u għandhom sentejn (2) esperjenza ta' xogħol rilevanti.

b.in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in Project Management, European Studies, Public Health or other health related field and have two (2) years of relevant work experience.

*Kwalifika rikonoxxuta komparabbli ma' 60/180 krettu ECTS/ECVET, kif applikabbli hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent tal-MFHEA li tiġi sottomessa mal-applikazzjoni.

* A recognised qualification comparable to 60/180 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

5.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

5.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

5.3 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

5.4 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'din il-pożizzjoni, skont 5.1 sa 5.3 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

5.5 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

5.6 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

6.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/ jew

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

5.3 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

5.4 Applicants must be eligible to take up their due appointment, in terms of 5.1 to 5.3 above, not only by the closing time and date of this call for applications but also on the date of appointment.

5.5 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

5.6 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

6.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials,

dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

6.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

7.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-pożizzjoni. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

7.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 5.1 sa 5.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tar-Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

8.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

8.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

8.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

9. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;

copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

6.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

7.1 Eligible applicants will be assessed by a selection board to determine their suitability for the position. The maximum mark for this selection process is 100% and the pass mark is 50%.

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.5, have proven relevant work experience.

Submission of Applications

8.1 Applications are to be submitted, for the attention of the People Management Division, Ministry for Health, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

8.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

8.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

9. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;

bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;

pubblikazzjoni tar-riżultat;

il-proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

eżami mediku;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;

żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Diviżjoni huma (https://deputyprimeminister.gov.mt) u (recruitment.health@gov.mt).

reasonable accommodation for registered persons with disability;

the submission of recognition statements in respect of qualifications;

the publication of the result;

the process for the submission of petitions concerning the result;

medical examination;

access to application forms and related details;

retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the People Management Division, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Division are (https://deputyprimeminister.gov.mt) and (recruitment.health@gov.mt)

Id-9 ta' Frar, 2023

9th February, 2023

Il-pożizzjoni tista' tkun parzjalment iffinanzjata
mill-Unjoni Ewropea, Fondi Strutturali u ta' Investiment Ewropej 2014-2020
Rata ta' Kofinanzjament: 80% Fondi tal-UE; 20% Fondi Nazzjonali

Position may be part-financed
by the European Union European Structural and Investment Funds 2014-2020
Co-financing rate: 80% EU Funds; 20% National Funds

MINISTERU GĦAS-SAĦĦA

Pożizzjoni ta' Research Analyst fil-Ministeru għas-Saħħa

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa, jilqa' applikazzjonijiet għall-pożizzjoni ta' Research Analyst fil-Ministeru għas-Saħħa.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Persuna magħżula tidħol f'assenjament ta' sentejn (2) bħala Research Analyst fil-Ministeru għas-Saħħa, (li jista' jiġi mġedded għal perjodi oħra).*

2.2 Il-pożizzjoni ta' Research Analyst hija suġġetta għal perjodu ta' prova ta' tnax-il (12) xahar.

2.3 Peress li din hija pożizzjoni ffinanzjata mill-Unjoni Ewropea permezz tal-proġett tal-European Centre

MINISTRY FOR HEALTH

Position of Research Analyst in the Ministry for Health

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management), Ministry for Health, invites applications for the position of Research Analyst in the Ministry for Health.

Duration of Assignment and Conditions

2.1 A selected candidate will enter into a two (2) year assignment as a Research Analyst in the Ministry for Health, (which may be renewed for further periods).*

2.2 The position of Research Analyst is subject to a probationary period of twelve (12) months.

2.3 Since this is a position financed by the European Union through the European Centre for Disease Prevention

for Disease Prevention and Control (ECDC) 'Vaccine Effectiveness, Burden and Impact Studies (VEBIS) of Covid-19 and Influenza', il-pożizzjoni ta' Research Analyst hija preskritta jew marbuta mat-tlestija ta' kompitu speċifiku, dan jikkostitwixxi raġuni oġġettiva li taqa' taħt ir-Regolament 7 (4) tal-Leġiżlazzjoni Sussidjarja 452.81 intitolat 'Regolamenti dwar Kuntratti ta' Servizz għal Terminu Fiss'.

2.4 Uffiċjal li jkollu pożizzjoni ta' natura definita (jiġifieri b'raġuni oġġettiva), li jinsab fl-aħħar erba' (4) xhur tat-terminu definit tiegħu, jista' japplika lateralment, anke jekk il-pożizzjoni reklamata għandha l-istess speċjalizzazzjoni li huwa għandu bħalissa.

2.5 L-aċċettazzjoni ta' ħatra f'din il-pożizzjoni tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Salarju Marbut mal-Pożizzjoni

3. Is-salarju marbut mal-pożizzjoni ta' Research Analyst huwa ekwivalenti għal inkriment inqas mill-massimu ta' Skala ta' Salarju 7 (ekwivalenti għal €30,353.38 fl-2023), li jilħaq il-massimu tal-iskala mal-konferma tal-ħatra jew tlestija ta' sena (1) servizz fil-pożizzjoni, liema waħda tiġi l-aħħar.

Dmirijiet

4. Id-dmirijiet għal din il-pożizzjoni ta' Research Analyst jinkludu li:

i. Jidentifika l-għanijiet tal-proġett, metodi ta' riċerka, varjabbli, u parametri oħra meħtieġa biex tinkiseb data miġbura u aggregata minn protokolli ECDC;

ii. Jagħżel kif jiġbor id-dejta, joffri rakkomandazzjonijiet dwar l-implimentazzjoni u l-evalwazzjoni ta' proġetti u jagħmel skedi ta' riċerka biex jissorvelja l-mard infettiv f'Malta;

iii. Janalizza diversi settijiet ta' data, jinterpreta u jikteb rapporti;

iv. Iwettaq analiżi tad-dejta tal-IDCU fir-rigward tal-proġetti ta' sorveljanza tal-ECDC;

v. Jipproċessa dejta tas-sors li tidħol; ristrutturar ta' fajls tad-dejta; l-evalwazzjoni tal-kwalità tad-dejta u t-twettiq ta' operazzjonijiet ta' tindif tad-dejta kif meħtieġ;

and Control (ECDC) project 'Vaccine Effectiveness, Burden and Impact Studies (VEBIS) of Covid-19 and Influenza', the position of Research Analyst is time-barred or linked to the completion of a specific task, such constitutes an objective reason which falls under Regulation 7 (4) of Subsidiary Legislation 452.81 entitled 'Contracts of Service for a Fixed Term Regulations'.

2.4 An officer holding a position of a definite nature (i.e. with objective reason), who is in the last (4) months of his/her definite term, may apply laterally, even if the advertised position carries the same specialisation that s/he currently holds.

2.5 Accepting appointment in this position signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Salary Pegged to the Position

3. The Salary attached to the position of Research Analyst is equivalent to the maximum of Salary Scale 7 less an increment (equivalent to €30,353.38 in 2023), with attainment of maximum of scale on confirmation of appointment after the probationary period of one (1) year or completion of one (1) year service, whichever is the latter.

Duties

4. The job duties for the position of Research Analyst include:

i. Identifies project goals, research methods, variables, and other parameters needed to get data collected and aggregated by ECDC protocols;

ii. Chooses how to collect data, offering recommendations on implementing and evaluating projects and making research schedules to monitor the infectious disease in Malta;

iii. Analyses various sets of data, interpreting, and writing reports;

iv. Conducts analyses of the IDCU data in relation to ECDC surveillance projects;

v. Processes incoming source data; restructuring data files; evaluating data quality and performing data-cleaning operations as needed;

vi. Jiżviluppa u jżomm relazzjonijiet ma' organizzazzjonijiet ta' barra li jwettqu sorveljanza għal riċerka u evalwazzjoni ta' mard infettiv;

vii. Jipprovdi gwida għall-protokolli dwar il-ħażna u d-dokumentazzjoni tad-dejta, is-sigurtà tad-dejta, u s-sistemi għaż-żamma tar-rekords u d-dokumentazzjoni tar-riċerka tas-suġġetti umani;

viii. Jipprovdi dejta preċiża u fil-ħin għall-partijiet interessati kif meħtieġ;

ix. Jaħdem b'mod kollaborattiv mal-imsieħba biex jappoġġja l-ġbir tad-dejta u l-ħtiġiet ta' rappurtar u biex jipprovdi gwida fl-użu tad-dejta għall-valutazzjoni tar-riskju;

x. Jorganizza u jaħżen dejta għal proġetti ta' riċerka futuri;

xi. Jirrakkomanda bidliet u titjib ibbażati fuq is-sejbiet tar-riċerka;

xii. Jgħin lill-maniġer tal-proġett b'rapporti u suġġerimenti dwar it-titjib tas-sistemi attwali ta' sorveljanza u jindika modi kif jiġu stabbiliti sistemi ġodda ta' sorveljanza kif meħtieġ;

xiii. Iwettaq kull xogħol ieħor li s-superjur jista' jiddelega lilu/lilha, kif ikun meħtieġ;

xiv. Kull dmir ieħor kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

5.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

vi. Develops and maintaining relationships with outside organisations conducting surveillance for infectious disease research and evaluation;

vii. Provides guidance for protocols around data storage and documentation, data security, and systems for maintaining human subjects' research records and documentation;

viii. Provides on-time, accurate data for stakeholders as needed;

ix. Works collaboratively with partners to support data collection and reporting needs and to provide guidance in the use of data for risk assessment;

x. Organises and storing data for future research projects;

xi. Recommends changes and improvement based on research findings;

xii. Assists the project manager with reports and suggestions on improvement of current surveillance systems and indicating ways to set up new surveillance systems as needed;

xiii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xiv. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

5.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of the other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. ikunu proficjenti fil-lingwi tal-Malti u l-Ingliż;

ii. must be proficient in the Maltese and English languages;

iii. a fil-pussess ta' Grad ta' Masters fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti* f'qasam soċjali, mediku jew qasam ieħor relatat ma' riċerka, U

iii. a in possession of a Masters Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET Credits or equivalent* in social, medical or other research related field, and

*Kwalifiki ta' Masters rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent tal-Masters tal-MFHEA li tiġi sottomessa mal-applikazzjoni.

*A recognised Masters qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MFHEA formal Masters recognition statement being submitted with the application.

b. Esperjenza fir-Riċerka u l-Analiżi;

b. Experience in Research and Analysis;

U

AND

c. Proficjenti fl-użu ta' Software ta' Analiżi Statistika.

c. Proficient in the use of Statistical Analysis Software.

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

5.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

5.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

5.3 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

5.4 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'din il-pożizzjoni, skont 5.1 sa 5.3 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

5.5 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

5.6 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

6.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

5.3 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

5.4 Applicants must be eligible to take up their due appointment, in terms of 5.1 to 5.3 above, not only by the closing time and date of this call for applications but also on the date of appointment.

5.5 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

5.6 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

6.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials,

dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

6.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

7.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-pożizzjoni. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

7.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 5.1 sa 5.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tar-Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

8.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

8.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

8.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

9. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;

copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

6.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

7.1 Eligible applicants will be assessed by a selection board to determine their suitability for the position. The maximum mark for this selection process is 100% and the pass mark is 50%.

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.5, have proven relevant work experience.

Submission of Applications

8.1 Applications are to be submitted, for the attention of the People Management Division, Ministry for Health, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

8.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

8.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

9. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;

bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;

pubblikazzjoni tar-riżultat;

il-proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

eżami mediku;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;

żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Diviżjoni huma (https://deputyprimeminister.gov.mt), u (recruitment.health@gov.mt).

Id-9 ta' Frar, 2023

reasonable accommodation for registered persons with disability;

the submission of recognition statements in respect of qualifications;

the publication of the result;

the process for the submission of petitions concerning the result;

medical examination;

access to application forms and related details;

retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the People Management Division, Ministry for Health, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171.These general provisions are to be regarded as an integral part of this call for applications.

The website address, and email address of the receiving Division are (https://deputyprimeminister.gov.mt), and (recruitment.health@gov.mt).

9th February, 2023

Il-pożizzjoni tista' tkun parzjalment iffinanzjata
mill-Unjoni Ewropea, Fondi Strutturali u ta' Investiment Ewropej 2014-2020
Rata ta' Kofinanzjament: 80% Fondi tal-UE; 20% Fondi Nazzjonali

Position may be part-financed
by the European Union European Structural and Investment Funds 2014-2020
Co-financing rate: 80% EU Funds; 20% National Funds

MINISTERU GĦAS-SAĦĦA

Post ta' Social Worker fl-Isptar Ġenerali ta' Għawdex fil-Ministeru għas-Saħħa

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa, tilqa' applikazzjonijiet għall-post ta' Social Worker fl-Isptar Ġenerali ta' Għawdex fil-Ministeru għas-Saħħa.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' sena (1).

2.2 Is-salarju ta' Social Worker huwa ta' Skala ta' Salarju 10, li fis-sena 2023 huwa ta' €23,029.57 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €25,475.59.

MINISTRY FOR HEALTH

Post of Social Worker at Gozo General Hospital in the Ministry for Health

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management), Ministry for Health, invites applications for the post of Social Worker at Gozo General Hospital (GGH) in the Ministry for Health.

Terms and Conditions

2.1 This appointment is subject to a probationary period of one (1) year.

2.2 The salary for the post of Social Worker is Salary Scale 10, which in the year 2023 is equivalent to, €23,029.57 per annum, rising by annual increments of €407.67 up to a maximum of €25,475.59.

2.3 Persuna fil-grad ta' Social Worker titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27178.77) wara sentejn (2) servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti u li huma fil-pussess ta' warrant rilevanti biex jipprattika bħala Social Worker.

2.4 Persuna fil-grad ta' Social Worker titla' għall-grad ta' Social Worker fi Skala 8 (€26,048.25 x €486.83 - €28,969.23) wara ħames (5) snin servizz fil-grad ta' Social Worker fi Skala 9 jew tliet (3) snin jekk ikollha xi kwalifika ta' wara l-gradwazzjoni f'Livell 7 tal-MQF xierqa u rikonoxxuta, dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Persuna fil-grad ta' Social Worker titla' għall-grad ta' Social Worker fi Skala 7 (€27,697.53 x €531.17 - €30,884.55) wara tliet (3) snin servizz fil-grad ta' Social Worker fi Skala 8 jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Persuna maħtura tkun intitolata għal tali benefiċċji oħra, u suġġetta għal tali kundizzjonijiet u obbligi oħra kif jistgħu jkunu stipulati fi kwalunkwe ftehim pertinenti bejn il-Gvern u l-union kompetenti.

2.7 Applikazzjonijiet laterali fl-istess grad minn uffiċjali pubbliċi mhumiex aċċettabbli.

2.8 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Social Worker jinkludu li:

i. Jassisti lill-klijenti biex jifhem il-bżonnijiet tagħhom u jassisti lilhom u lill-familjari tagħhom ifasslu miri realistiċi funzjonabbli;

ii. Jiżviluppa u jimplimenta pjanijiet ta' kura adatti għall-klijenti b'kollaborazzjoni ma' professjonisti oħra tat-tim interdixxiplinarju;

iii. Jikkordina u jikkollabora ma' aġenziji oħra, organizazzjonijiet mhux governattivi (NGOs) u dipartimenti governattivi f'isem il-klijenti sabiex jiffaċilta/ittejjeb ir-ritorn tal-klijenti fil-komunità;

iv. Jassisti fl-assessjar u fil-monitoraġġ tal-progress tal-klijent bil-provvediment tal-assessjar psikosoċjali tad-dar u assessjar ieħor kif meħtieġ mit-tim li fih ikunu allokati;

2.3 A Social Worker will progress to Scale 9 (€24,494.79 x €447.33 - €27,178.77) on completion of two (2) years service in the grade, subject to satisfactory performance and who are in possession of a relevant warrant to practice as a Social Worker.

2.4 A Social Worker will progress to the grade of Social Worker in Scale 8 (€26,048.25 x €486.83 - €28,969.23) on completion of five (5) years service in the grade of Social Worker in Scale 9, or three (3) years if in possession of a recognised and appropriate post-graduate qualification at MQF Level 7, subject to satisfactory performance.

2.5 A Social Worker will further progress to the grade of Social Worker in Scale 7 (€27,697.53 x €531.17 - €30,884.55) on completion of three (3) years satisfactory service in the grade of Social Worker in Scale 8, subject to satisfactory performance.

2.6 An appointee will be entitled to such other benefits and subject to such other conditions and obligations as may be stipulated in any pertinent agreement between the Government and the competent union.

2.7 Lateral applications in the same grade from public officers are not allowed.

2.8 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Duties

3.1 The job duties for the post of Social Worker include:

i. Assists clients in understanding their needs and aids them and their families in working out realistic functional goals;

ii. Develops and implements appropriate care plans for clients in collaboration with other professionals of the interdisciplinary team;

iii. Co-ordinates and liaises with other agencies, non-governmental organisations (NGOs) and government departments on behalf of the clients;

iv. Assists in the assessment and monitors client's progress by provision of psychosocial home assessment and other assessments as required by the team in which they are located;

v. Joffri jew jipprovdi servizz ta' outreach;

vi. Jassisti fit-taħriġ ta' studenti fil-placements fuq il-post;

vii. Jipparteċipa b'mod attiv f'riċerka jew programmi ta' awditjar organizzati mid-Dipartiment;

viii. Jibqa' aġġornata mal-kwistjonijiet u prattiki kurrenti tax-xogħol soċjali, kemm nazzjonali u internazzjonali sabiex jassigura għoti ta' servizz ta' standard professjonali;

ix. Jassigura li r-rekords u s-sistemi ta' lloggjar dwar l-interventi kollha mal-klijenti jinżammu filwaqt li jiggarantixxi li l-kunfidenzjalità tinżamm dejjem skont il-provvisti legali eżistenti;

x. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

xi. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Aktar dettalji dwar id-dmirijiet marbuta ma' dan il-post jistgħu jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, li jista' jiġi kkuntattjat ukoll permezz ta' ittra elettronika lil (recruitment.health@gov.mt).

3.2 Persuna maħtura tista' tkun meħtieġa li twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-saħħa tal-Gvern ta' Malta skont id-diskrezzjoni tal-amministrazzjoni.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma'

v. Offers or provides outreach service;

vi. Assists in the training of students in field placements;

vii. Actively participates in research and audit programmes organised by Department;

viii. Remains conversant with current social work issues and practices both nationally and internationally in order to ensure a professional standard of service delivery;

ix. Ensures that records and logging systems are well kept regarding all interventions carried out with clients whilst ensures confidentiality at all times in accordance with legal provisions;

x. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xi. Any other duties as directed by the Principal Permanent Secretary.

Further details of the job description of the post may be obtained from the People Management Division, Ministry for Health, 15, Palazzo Castellania, Triq il-Merkanti, Valletta, VLT 1171, which may also be contacted by email to (recruitment.health@gov.mt).

3.2 An appointee may be required to perform duties in any of the health care services of the Government of Malta at the discretion of the management.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty

persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii.(a) profiċenti fil-lingwa Maltija. Madankollu, kandidati li mhumiex profiċenti fil-lingwa Maltija xorta se jiġu kkunsidrati imma għandhom jipprovdu evidenza ta' profiċjenza bażika fil-lingwa Maltija qabel il-konferma fil-ħatra li hi fi żmien sena mill-ingaġġ, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 tal-Università ta' Malta. Il-kors li uffiċjalment iwassal għal dan l-eżami huwa l-Course in Basic Medical Maltese for the Healthcare Profession Part 1 immexxi mid-Dipartiment tal-Malti tal-Università ta' Malta. Kwalunkwe ħlas relatat mal-kors jew assessjar tiegħu jridu jiġu mħallsa mill-kandidati prospettivi magħżula. Madankollu, tali spejjeż jistgħu jitħallsu lura permezz tal-tal-Continuous Professional Development Scheme (CPD).

U

(b) profiċjenti fil-lingwa Ingliża billi:

jipprovdu, sad-data tal-intervista, evidenza li l-kwalifika primarja fis-Social Work ġiet segwita bil-lingwa Ingliża;

JEW

provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. (a) proficient in the Maltese language. However, candidates who do not possess proficieny in the Maltese language will still be considered but have to provide evidence of basic proficiency in the Maltese language before confirmation of appointment, which is within one (1) year of engagement by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 of the University of Malta. The course officially leading to this examination is the course in Basic Medical Maltese for the Healthcare Profession Part 1 run by the Department of Maltese of the University of Malta. Any related course and assessment fees are to be paid by prospective selected candidates. However, such expenses may be claimed through the Continuous Professional Development Scheme (CPD).

AND

(b) be proficient in the English language by:

providing proof by the interview date, that the primary Social Work qualification was undertaken in the English language;

OR

jipprovdu sad-data tal-intervista, ċertifikat validu tal-IELTS (International English Language Testing System) ta' band score medju ta' 6 jew ogħla f'dominji ta' komprensjoni, qari, kitba u lingwa mitkellma. Kwalifika ċċertifikata ekwivalenti għal IELTS Livell 6 (ta' band score medju ta' 6) eż. GCSE/Cambridge Grad Ċ, TOEFL (IBT): 60-80 CEFR: B2 ikunu aċċettati;

JEW

jipprovdu dokumentazzjoni li turi tal-inqas sitt (6) xhur esperjenza ta' xogħol iċċertifikata full-time bħala Social Worker rreġistrata fir-Renju Unit jew fl-Irlanda jew kwalunkwe pajjiż ieħor li jitkellmu l-Ingliż fejn l-Ingliż huwa l-lingwa primarja u/jew uffiċjali.

U

iii. fil-pussess ta' Degree f'Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) f'BA Hons. Social Work jew kwalifika ekwivalenti, rikonoxxuta, kumparabbli.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, hekk kif applikabbli hija aċċetta biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat. Kwalifika ta' Masters f'Livell 7 ta' MQF, jew ekwivalenti* għandha tinkludi minimu ta' 90 krettu ECTS/ECVET.

*Kwalifiki ta' Masters rikonuxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent ta' Masters mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew

providing by the interview date, a valid certificate of IELTS (International English Language Testing System) or average band score of 6 or above in the listening, reading, writing and speaking domains. A certified equivalent qualification to IELTS (overal band score 6), e.g. GCSE/Cambridge: Grade C, TOEFL (IBT): 60-80, CEFR: B2 will also be accepted;

OR

providing documentation showing at least six (6) months full-time equivalent certified work experience as registered Social Worker in the United Kingdom, Ireland, or any other English speaking Country where English if the primary and/or the official language.

AND

iii. in possession of a Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in BA Hons. in Social Work or an equivalent, recognised, comparable qualification.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements. A Masters qualification at MQF Level 7, or equivalent* must comprise a minimum of 90 ECTS/ECVET.

*A recognised Masters qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MFHEA formal Masters recognition statement being submitted with the application.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and

ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala Uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.6 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.5 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.7 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet

attained the required MQF level, by the closing time and date of the call for applications.

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

4.5 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by the HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.6 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.5 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.7 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if

is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.8 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Online Government Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.8 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the People Management Division, Ministry for Health, 15 Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

7.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Diviżjoni huma (https://deputyprimeminister.gov.mt) u (recruitment.health@gov.mt).

Id-9 ta' Frar, 2023

MINISTERU GĦAX-XOGĦLIJIET
PUBBLIĊI U L-IPPJANAR

Post ta' Health and Safety Officer fil-Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Id-Direttur (People Management), Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar, jilqa' applikazzjonijiet għall-post ta' Health and Safety Officer fil-Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar.

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the People Management Division, Ministry for Health, 3 , Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Division are (https://deputyprimeminister.gov.mt) and (recruitment.health@gov.mt).

9th February, 2023

MINISTRY FOR PUBLIC WORKS
AND PLANNING

Post of Health and Safety Officer in the Ministry for Public Works and Planning

Nomenclatures denoting the male gender include also the female gender.

1. The Director (People Management), Ministry for Public Works and Planning, invites applications for the post of Health and Safety Officer in the Ministry for Public Works and Planning.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' sitt (6) xhur.

2.2 Is-salarju ta' Health and Safety Officer huwa ta' Skala ta' Salarju 12, li fis-sena 2023 huwa ta' €20,270.04 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €22,394.04.

2.3 Persuna fil-grad ta' Health and Safety Officer titla' fi Skala ta' Salarju 10 (€23,029.57 x €407.67 - €25,475.59 fis-sena 2023) wara ħames (5) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti. Persuna li jkollha degree rikonoxxuta fil-Livell 6 tal-MQF tiġi mqiegħda fi skala 10.

2.4 Persuna fil-grad ta' Health and Safety Officer fi skala 10, titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27,178.77 fis-sena 2023) wara ħames (5) snin servizz fil-grad fi skala ta' salarju 10, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Il-persuna nnominata tkun intitolata għal benefiċċji oħra u suġġetta għal kundizzjonijiet u obbligi li jkunu mniżżlin fi kwalunkwe ftehim rilevanti bejn il-Gvern ta' Malta u l-unions kompetenti.

2.6 Applikazzjonijiet laterali fl-istess grad minn uffiċjali pubbliċi mhumiex aċċettabbli.

2.7 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Health & Safety Officer jinkludu li:

i. Jimplimenta liġijiet u regolamenti maħruġa minn żmien għal żmien mill-Awtorità tas-Saħħa u s-Sigurtà fuq il-Post tax-Xogħol, kif ukoll il-linji gwida tal-Politika Dwar is-Saħħa u s-Sigurtà tal-Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar;

ii. Jispezzjona l-postijiet tax-xogħol, jagħti pariri dwar prekawzjoni ta' sigurtà u metodi xierqa ta' xogħol, u jinforza kwalunkwe miżura ta' prekawzjoni kif meħtieġ;

iii. Jagħmel assessjar tar-riskju fuq kull tip ta' xogħol jew prattiki ta' xogħol li jkunu qed jiġu implimentati minn impjegati tal-Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar;

Terms and Conditions

2.1 This appointment is subject to a probationary period of six (6) months.

2.2 The salary for the post of Health and Safety Officer is Salary Scale 12, which in the year 2023 is equivalent to €20,270.04 per annum, rising by annual increments of €354 up to a maximum of €22,394.04.

2.3 A Health and Safety Officer shall progress to Scale 10 (€23,029.57 x €407.67 - €25,475.59 in the year 2023) on completion of five (5) years service in the grade, subject to satisfactory performance, provided that a person in possession of a recognised qualification at MQF Level 6 will be placed in scale 10.

2.4 A Health and Safety Officer in Salary Scale 10, shall further progress to Salary Scale 9 (€24,494.79 x €447.33 - €27,178.77 in the year 2023) after five (5) years service in the grade in Salary Scale 10, subject to satisfactory performance.

2.5 A The appointee will be entitled to such other benefits and subject to such other conditions and obligations as may be stipulated in any pertinent agreement between the Government of Malta and the competent union.

2.6 Lateral applications in the same grade from public officers are not allowed.

2.7 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are application for SAAC positions or applications for a definite position when the officer concerned holds and indefinite appointment.

Duties

3. The job duties for the post of Health and Safety Officer include:

i. Implements laws and regulations issued from time to time by the Occupational Health and Safety Authority, and the Health and Safety Policy guidelines of the Ministry for Public Works and Planning;

ii. Inspects places of work, provides guidance on any safety precautions and proper work methods, and enforces any precautionary measures as necessary;

iii. Makes risk assessments on any work or work practices being carried out by employees of the Ministry for Public Works and Planning;

iv. Jipprovdi informazzjoni u taħriġ dwar Saħħa u Sigurtà fuq il-Post tax-Xogħol lill-impjegati tal-Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar;

v. Jipparteċipa b'mod attiv fi kwalunkwe inizjattiva ta' Saħħa u Sigurtà fuq il-Post tax-Xogħol meħuda mill-Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar;

vi. Jagħmel rapporti u jżomm rekords dwar materji relatati max-xogħol ta' kuljum tal-Unit tas-Saħħa u s-Sigurtà fuq il-Post tax-Xogħol;

vii. Iwettaq dmirijiet assenjati lilu fil-qasam tas-Saħħa u s-Sigurtà fuq il-post tax-xogħol;

viii. Jikkollabora ma' entitajiet pubbliċi oħra u partijiet oħra interessati skont kif ikun meħtieġ fit-twettiq tad-dmirijiet assenjati u biex tiġi stabbilità u tinżamm koperazzjoni interorganizzattiva fil-materji ta' Saħħa u Sigurtà fuq il-Post tax-Xogħol;

ix. Iżomm lilu nnifsu aġġornat ma' żviluppi u leġiżlazzjonijiet fil-qasam tas-Saħħa u s-Sigurtà fuq il-post tax-xogħol, kemm fuq livell nazzjonali kif ukoll dak internazzjonali;

x. Iwettaq kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/lilha, kif jista' ikun meħtieġ; u

xi. Iwettaq kwalunkwe dmir ieħor kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

iv. Provides information and training on Occupational Health and Safety issues to employees of the Ministry for Public Works and Planning;

v. Actively participates in any initiatives on Occupational Health and safety issues undertaken by the Ministry for Public Works and Planning;

vi. Compiles reports and maintains records on matters dealing with the day to day running of the Occupational Health and Safety Unit;

vii. Carries out any duties assigned to him/her in the field of Occupational Health and Safety;

viii. Liaises with other public entities and relevant stakeholders as may be required for effective fulfilment of assigned duties and for establishing and maintaining a constructive inter-organisational cooperation in Occupational Health and Safety matters;

ix. Keeps abreast of developments and legislations in Occupational Health and Safety matters, both at a national and international level;

x. Undertakes any other tasks which the superior may delegate to him/her, as may be required; and

xi. Undertakes any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw bil-Malti u bl-Ingliż;

iii. ikollhom kwalifika rikonoxxuta fl-Livell 5 tal-MQF (suġġetta għall-minimum ta' 60 krettu ECTS/ECVET jew ekwivalenti*) fil-Health and Safety;

*Kwalifika rikonoxxuta komparabbli ma' 60 krettu ECTS/ECVET, hekk kif applikabbli, hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

iv. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in Maltese and English;

iii. In possession of a recognised qualification at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits or equivalent*) in Health and Safety;

*A recognised qualification comparable to 60 ECTS/ECVET credits is only accepted subject to an MFHEA formal recognition statement being submitted with the application

iv. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than

minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.6 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.5 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.7 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant),

that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

4.5 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by the HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.6 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.5 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.7 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant)

jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.8 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tas-Sezzjoni tar-Reklutaġġ, Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar, permezz tal-Online Government Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.8 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Recruitment Section, Ministry for Public Works and Planning, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

7.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mid-Direttorat tal-People Management, Ministeru għax-Xogħlijiet Pubbliċi u l-Ippjanar, Blokk A, Triq Francesco Buonamici, Il-Furjana FRN 1700. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (https://mpwp.gov.mt/en/Pages/Home.aspx) u (recruitment.mpwp@gov.mt).

Id-9 ta' Frar, 2023

MINISTERU GĦALL-EDUKAZZJONI, L-ISPORT, IŻ-ŻGĦAŻAGĦ, IR-RIĊERKA U L-INNOVAZZJONI

Post ta' Assistant Manager fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

Il-Miniseru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni (MEYR) jixtieq jiġbed l-attenzjoni

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the People Management Directorate, Ministry for Public Works and Planning, Block A, Francesco Buonamici Street, Floriana FRN 1700. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving are (https://mpwp.gov.mt/en/Pages/Home.aspx) and (recruitment.mpwp@gov.mt).

9th February, 2023

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Post of Assistant Manager in the Ministry for Education, Sport, Youth, Research and Innovation

Nomenclatures denoting the male gender include also the female gender.

The Ministry for Education, Sport, Youth, Research and Innovation (MEYR) would like to remind all interested

tal-applikanti interessati li l-ebda forma ta' abbuż fuq it-tfal mhuwa tollerat. Fil-proċess tar-reklutaġġ, l-MEYR jimxi mal-Liġi Sussidjarja 327.546 (Regolamenti tal-2016 dwar ir-Reklutaġġ, Taħriġ Inizjali u Żvilupp Professjonali Kontinwu u Protezzjoni ta' Minorenni fl-Edukazzjoni Obbligatorja).

1. Is-Segretarju Permanenti, Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, jilqa' applikazzjonijiet għall-post ta' Assistant Manager fl-Uffiċċju tas-Segretarju Permanenti fi ħdan il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni.

Termini u Kundizzjonijiet

2.1. Din il-ħatra hija suġġetta għal perjodu ta' prova ta' sitt (6) xhur.

2.2. Waqt il-perjodu ta' prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3. Is-salarju ta' Assistant Manager li jidħol fil-grad bir-rekwiżiti tal-eliġibbiltà ta' paragrafu 4.1 (iii) (a) jew (iii) (c) huwa ta' Skala ta' Salarju 12, li fis-sena 2023 huwa ta' €20,270.04 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €22,394.04.

2.4. Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 12 titla' għal Skala 11, li fis-sena 2023 hija ekwivalenti għal €21,630.00 fis-sena, li tiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €23,881.02, mal-kisba ta' Diploma fil-Livell 5 tal-MQF kif imsemmija fil-paragrafu 4.1(iii) (b), f'perjodu ta' mhux iktar minn sentejn (2) mid-data tal-ħatra, fejn fil-każ li dan ma jseħħx, il-ħatra tiġi mneħħija.

2.5. Persuna fil-grad ta' Assistant Manager li tissodisfa l-klawsola 4.1 (iii) (b) titpoġġa fi Skala ta' Salarju 11, u titla' fi Skala 10 (€23,029.57 x €407.67 - €25,475.59) fis-sena 2023 wara tliet (3) snin servizz bħala Assistant Manager fi Skala ta' Salarju 11, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6. L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

2.7. Applikazzjonijiet laterali minn uffiċjali pubbliċi li diġà għandhom ħatra fl-istess grad li qiegħda tkun reklamata huma permessi biss jekk il-qasam ta' speċjalizzazzjoni tal-post vakanti huwa differenti minn dak tal-applikant u jeħtieġ kwalifika speċifika relatata bħala rekwiżit ta' eliġibbiltà, li l-applikant irid jissodisfa.

applicants that it has zero tolerance policy towards any form of child abuse. MEYR adheres to S.L. 327.546 (Recruitment, Initial Training and Continous Professional Development of Personnel and Protection of Minors in Compulsoly Education Regulations 2016) in its recruitment process.

1. The Permanent Secretary, Ministry for Education, Sport, Youth, Research and Innovation, invites applications for the post of an Assistant Manager in the Office of the Permanent Secretary within the Ministry for Education, Sport, Youth, Research and Innovation.

Terms and Conditions

2.1. This appointment is subject to a probationary period of six (6) months.

2.2. During the probationary/trial period, appointees must successfully complete appropriate induction programmes organised by the Institute for the Public Services to be eligible for confirmation of appointment.

2.3. The salary for the post of Assistant Manager for those applicants entering into the grade under the eligibility provisions of paragraph 4.1 (iii) (a) or (iii) (c) is Salary Scale 12, which in the year 2023 is equivalent to, €20,270.04 per annum, rising by annual increments of €354 up to a maximum of €22,394.04.

2.4. An Assistant Manager in Salary Scale 12 will progress to Scale 11, which in the year 2023 is equivalent to €21,630.00 per annum, rising by annual increments of €375.17 up to a maximum of €23,881.02, on attainment of the MQF Level 5 Diploma referred to in paragraph 4.1 (iii) (b), in not more than two (2) years from the date of appointment, failure of which, appointment would be relinquished.

2.5. An Assistant Manager who satisfies the eligibility provision of paragraph 4.1 (iii) (b) will be placed in Salary Scale 11, which will progress to Scale 10 (€23,029.57x €407.67 - €25,475.59) in the year 2023 on completion of three (3) years service as Assistant Manager in Salary Scale 11, subject to satisfactory performance.

2.6. Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

2.7. Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

a. Il-persuni maħtura fil-linji maniġerjali/ta' uffiċjal/prattikanti jridu jkunu servew fil-ħatra attwali tagħhom, u għandhom iservu f'din il-kariga għal minimu ta' sentejn (2) qabel ma japplikaw lateralment. Dan mhuwiex applikabbli għal skopijiet ta' promozzjoni, suġġett għall-kriterji ta' eliġibbiltà pertinenti.

b. L-uffiċjali l-oħra kollha għandhom jiġu kkonfermati fil-ħatra, u jekk jinħatru għandhom iservu f'dan il-post għal minimu ta' sentejn (2), qabel ma japplikaw lateralment. Din il-kundizzjoni tal-aħħar mhijiex applikabbli għal finijiet ta' promozzjoni.

2.8. Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi l-imsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor skont il-postijiet vakanti stabbiliti.

2.9. Ir-riżultat ikun validu għal sentejn (2) mid-data tal-pubblikazzjoni.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Assistant Manager jinkludu li:

i. Jassisti fit-tmexxija tal-Ministeru għall-Edukazzjoni, Sport, Żgħażagħ, Riċerka, u Innovazzjoni (MEYR);

ii. Jipprovdi appoġġ lis-CIO, lid-diretturi ġenerali, d-diretturi u l-managers dwar kwistjonijiet kollha relatati ma' kwalunkwe kwistjoni fil-kompetenza tal-Iżvilupp tal-Politika u l-Implimentazzjoni tal-Programmi;

iii. Jassisti fir-riċerka u pariri dwar opportunitajiet ta' Finanzjament Ewropew lil entitajiet li jaqgħu taħt il-portafoll tal-Ministeru u benefiċjarji oħra;

iv. Jassisti fl-organizzazzjoni tal-Mistoqsijiet Parlamentari li jiriċievi skont id-direttorat/dipartiment/entità u jassisti fit-tqassim kif xieraq għall-abbozzi tat-tweġibiet;

v. Jassisti fl-organizzazzjoni u monitoraġġ tal-kwalità tat-tweġibiet kollha tal-Mistoqsijiet Parlamentari li jkunu waslu, ikunu korretti filwaqt li jassisti biex dawn jiġu mwieġba fil-ħin;

vi. Jassisti fit-tweġibiet tal-Mistoqsijiet Parlamentari, billi jassisti fil-verifikazzjoni u biex dawn jaslu fil-ħin fl-uffiċju tas-Segretarju Permananti;

vii. Jassisti fl-ivvettjar ta' kull proċess mgħoddi minn dan l-uffiċċju biex jassisti fl-assigurazzjoni li l-proċessi huma skont ir-regoli tas-Servizz Pubbliku;

a. Appointees within the managerial/officer/practitioners streams must have served in their current post, and are to serve in this post, for a minimum of two (2) years before applying laterally. This is not applicable for promotion purposes, subject to the pertinent eligibility criteria.

b. All other officers must be confirmed in appointment, and if appointed are to serve in this post for a minimum of two (2) years, before applying laterally. The latter condition is not applicable for promotion purposes.

2.8. It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred at own request to carry out duties elsewhere in accordance with established vacancies.

2.9. The result will be valid for a period of two (2) years from the date of publication.

Duties

3. The job duties for the post of Assistant Manager include:

i. Assists in the management of the Ministry for Education, Sport, Youth, Research and Innovation (MEYR);

ii. Provides support to the CIO, directors general, directors and managers on all matters relating to any issues within the remit of the Policy Development and Programme Implementation;

iii. Assists in research and assists on advice on European Funding opportunities to entities falling under the Ministry's portfolio and other beneficiaries;

iv. Assists in the organisation of Parliamentary Questions received by directorate/department/entity and assists in the dissemination accordingly for draft replies;

v. Assists in the organisation and monitoring of all Parliamentary Questions answers received, ensuring that they are correct and assists in answering them in a timely manner;

vi. Assists in answering Parliamentary Questions by assisting in the verification and that they are submitted on time, to the Office of the Permanent Secretary;

vii. Assists in the vetting of all processes that pass from this office, to assist in the ensuring that all processes are in accordance with the regulations of the Public Service;

viii. Jassisti fit-teħid tal-minuti waqt il-laqgħat u jassisti fit-tqassim tagħhom lil dawk kollha kkonċernati;

ix. Iwettaq dmirijiet oħra li jisgħtu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;

x. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ; u

xi. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

4.1. Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

viii. Assists in minute taking during meetings and assists in the disseminating them to all concerned;

ix. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary;

x. Undertakes any other tasks, which the superior may delegate to him/her, as may be required; and

Any other duties as directed by the Principal Permanent Secretary

Eligibility Requirements

4.1. By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the Status of Long-Term Residents (Third Country Nationals) Regulations, 2006 or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the Family Reunification Regulations, 2007; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża;

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) fis-Social Wellbeing jew Public Policy jew Public Administration jew Business Administration jew Management jew Educational Leadership jew Innovation jew Project Management;

JEW

b. fil-pussess ta' Diploma rikonoxxuta fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fis-Social Wellbeing jew Public Policy jew Public Administration jew Business Administration jew Management jew Educational Leadership jew Innovation jew Project Management;

JEW

c. (i) fil-pussess ta' żewġ (2) suġġetti fil-Livell Avvanzat u tliet (3) suġġetti fil-Livell Intermedju tal-Matrikola (li għandhom jinkludu tnejn (2) minn dawn is-suġġetti: Kwalunkwe Lingwa jew ICT jew Soċjoloġija jew Filosofija jew kwalifika komparabbli pertinenti rikonoxxuta;

JEW

(ii) fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat (li jrid jinkludi wieħed minn dawn is-suġġetti Kwalunkwe Lingwa jew ICT jew Soċjoloġija jew Filosofija).

*Kwalifika rikonoxxuta komparabbli ma' 120/60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċetta biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

iv. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in the Maltese and English languages;

iii. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Social Wellbeing or Public Policy or Public Administration or Business Administration or Management or Educational Leadership or Innovation or Project Management;

OR

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, or equivalent*) in Social Wellbeing or Public Policy or Public Administration or Business Administration or Management or Educational Leadership or Innovation or Project Management;

OR

c. (i) In possession of two (2) subjects at Advanced Level and three (3) subjects at Intermediate Matriculation Level (which must include two (2) of the following subjects: Any Language or ICT or Sociology or Philosophy) or a recognised pertinent comparable qualification;

OR

(ii) In possession of three (3) subjects at Advanced Level (which must include one of the following subjects: Any Language or ICT or Sociology or Philosophy).

*A recognised qualification comparable to 120/60 ECTS/ECVET credits, as applicable, is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

iv. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

Kandidati magħżula li huma fil-pussess ta' kwalifika rikonnoxxta fil-Livell 4 tal-MQF (kwalifika jew żewġ suġġetti fil-Livell Avvanzat flimkien ma' tliet suġġetti fil-livell Intermedjajru tal-Matrikola jew fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat, jew kwalifika rikonoxxuta komparabbli), fl-oqsma indikati fil-paragrafu 4.1 (iii) (a) jew (c) jidħlu bħala Assistant Manager (Skala ta' Salarju 12). Mal-ħatra, dawk appuntanti, iridu jintrabtu li jlestu b'suċċess kwalifika rikonoxxuta f'qasam relatat fil-Livell 5 tal-MQF, f'perjodu ta' mhux aktar tard minn sentejn (2), biex jipprogressaw għal Skala ta' Salarju 11, fejn fil-każ li dan ma jseħħx, il-ħatra tiġi mneħħija. Mal-akkwist ta' Diploma rilevanti fil-Livell 5 tal-MQF f'oqsma relatati, dawn l-uffiċjali jipprogressaw għal Assistant Manager (Skala ta' Salarju 11). Il-progressjonijiet l-oħra kollha għandhom ikunu skont id-dispożizzjonijiet indikati fid-dokument li jismu 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

Successful candidates who are in possession of a recognised MQF Level 4, (qualification or two subjects at Advanced Level and three subjects at Intermediate Matriculation level, or in possession of three (3) subjects at Advanced Level, or a recognised comparable qualification) in the areas highlighted in 4.1 (iii) (a) or (c), shall enter as Assistant Manager (Salary Scale 12). On appointment, appointees will bind themselves to successfully complete a recognised Diploma in a related area at MQF Level 5, in not more than two (2) years, to progress to Salary Scale 11, failure of which they would relinquish their appointment. Upon possession of a relevant MQF Level 5 in related areas such officers shall progress to Assistant Manager (Salary Scale 11). All other progressions shall be in accordance with the provisions enshrined in the document entitled 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

4.2. (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

4.2. (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.3. Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 (a) sa 4.1 (c) jew kif indikat f'paragrafu 4.2, xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika sal-31 ta' Mejju, 2023. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.3. Furthermore, candidates who have not yet formally obtained the qualification specified in paragraphs 4.1 (a) to 4.1 (c) or else as indicated in paragraph 4.2 will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification by the 31st May, 2023. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(a) Il-perjodu ta' prova u l-intitolament għall-progressjoni (skont il-każ) jibdew jgħoddu mid-data tal-ħatra.

(a) The probation period and progress entitlement (as the case may be) start to count from date of appointment.

(b) Il-persuni maħtura ma jibbenefikaw minn ebda benefiċċji, sakemm jiksbu l-kwalifika jew ikunu approvati għall-kisba tal-kwalifika indikata, kif imsemmi f'paragrafu 4.1 (iii) jew 4.2.

(b) Appointees will not benefit from any allowances until attainment of, or are approved for the indicated qualifications referred to in clauses 4.1 (iii) and 4.2.

4.4. L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.4. Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.5. Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.4 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.5. Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.6. L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.6. Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.7. L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

4.7. Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Sottomissjoni ta' Dokumentazzjoni

5.1. Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal tal-Edukazzjoni (https://edurecruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Submission of Supporting documentation

5.1. Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Education Recruitment Portal (https://edurecruitment.gov.mt).

5.2. Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Proċeduri tal-Għażla

6.1. L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

Selection Procedures

6.1. Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2. Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1. L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, permezz tar-Recruitment Portal tal-Edukazzjoni **biss** (https://edurecruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal.

Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tlieta, 28 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

7.2. Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottomettu l-applikazzjoni tagħhom.

7.3. Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4. L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf).

6.2. Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1. Applications are to be submitted, for the attention of the Ministry for Education, Sport, Youth, Research and Innovation, through the Online Education Recruitment Portal **only** (https://edurecruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal.

The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Tuesday, 28th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2. It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3. Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4. Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf).

Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Id-9 ta' Frar, 2023

MINISTERU GĦALL-EDUKAZZJONI, L-ISPORT, IŻ-ŻGĦAŻAGĦ, IR-RIĊERKA U L-INNOVAZZJONI

Post ta' Manager I fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

Il-Miniseru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni (MEYR) jixtieq jiġbed l-attenzjoni tal-applikanti interessati li l-ebda forma ta' abbuż fuq it-tfal mhuwa tollerat. Fil-proċess tar-reklutaġġ, l-MEYR jimxi mal-Liġi Sussidjarja 327.546 (Regolamenti tal-2016 dwar ir-Reklutaġġ, Taħriġ Inizjali u Żvilupp Professjonali Kontinwu u Protezzjoni ta' Minorenni fl-Edukazzjoni Obbligatorja).

1. Is-Segretarju Permanenti, Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, jilqa' applikazzjonijiet għall-post ta' Manager I fl-Uffiċċju tas-Segretarju Permanenti fi ħdan il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni.

Termini u Kundizzjonijiet

2.1. Din il-ħatra hija suġġetta għal perjodu ta' prova ta' tnax-il (12) xahar.

2.2. Waqt il-perjodu ta' prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3. Is-salarju ta' Manager I huwa ta' Skala ta' Salarju 10, li fis-sena 2023 huwa ta' €23,029.57 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €25,475.59.

2.4. Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27,178.77 fis-sena 2023) wara sentejn (2) servizz bħala Manager I fi Skala ta' Salarju 10, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5. Persuna fil-grad ta' Manager I fi Skala ta' Salarju 9 titla' fi Skala ta' Salarju 8 (€26,048.25 x €486.83 - €28,969.23 fis-sena 2023) wara ħames (5) snin servizz bħala Manager I fi Skala ta' Salarju 9, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6. Persuna fil-grad ta' Manager I fi Skala ta' Salarju 8 titla' fi Skala ta' Salarju 7 (€27,697.53 x €531.17 -

These general provisions are to be regarded as an integral part of this call for applications.

9th February, 2023

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Post of Manager I in the Ministry for Education, Sport, Youth, Research and Innovation

Nomenclatures denoting the male gender include also the female gender.

The Ministry for Education, Sport, Youth, Research and Innovation (MEYR) would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. MEYR adheres to S.L. 327.546 (Recruitment, Initial Training and Continous Professional Development of Personnel and Protection of Minors in Compulsoly Education Regulations 2016) in its recruitment process.

1. The Permanent Secretary, Ministry for Education, Sport, Youth, Research and Innovation, invites applications for the post of a Manager I in the Office of the Permanent Secretary within the Ministry for Education, Sport, Youth, Research and Innovation.

Terms and Conditions

2.1. This appointment is subject to a probationary period of twelve (12) months.

2.2. During the probationary/trial period, appointees must successfully complete appropriate induction programmes organised by the Institute for the Public Services to be eligible for confirmation of appointment.

2.3. The salary for the post of Manager I is Salary Scale 10, which in year 2023 is €23,029.57 per annum, rising by annual increments of €407.67 up to a maximum of €25,475.59.

2.4. A Manager I in Salary Scale 10 will progress to Salary Scale 9 (€24,494.79 x €447.33 - €27,178.77 in 2023) on completion of two (2) years service as Manager I in Salary Scale 10, subject to satisfactory performance.

2.5. A Manager I in Salary Scale 9 will progress to Salary Scale 8(€26,048.25 x €486.83 - €28,969.23 in 2023) on completion of five (5) years service as Manager I in Salary Scale 9, subject to satisfactory performance.

2.6. A Manager I in Salary Scale 8 will progress to Salary Scale 7(€27,697.53 x €531.17 - €30,884.55 in 2023) on

€30,884.55 fis-sena 2023) wara tliet (3) snin servizz bħala Manager I fi Skala ta' Salarju 8, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.7. Il-persuni maħtura jkunu intitolati wkoll għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 10% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.8. L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

2.9. Applikazzjonijiet laterali minn uffiċjali pubbliċi li diġà għandhom ħatra fl-istess grad li qiegħda tkun reklamata huma permessi biss jekk il-qasam ta' speċjalizzazzjoni tal-post vakanti huwa differenti minn dak tal-applikant u jeħtieġ kwalifika speċifika relatata bħala rekwiżit ta' eliġibbiltà, li l-applikant irid jissodisfa.

a. L-applikanti maħtura fil-linji maniġerjali/ta' uffiċjal/prattikanti jridu jkunu servew fil-ħatra attwali tagħhom, u jekk maħtura għandhom iservu f'din il-kariga għal minimu ta' sentejn (2) qabel ma japplikaw lateralment. Dan mhuwiex applikabbli għal skopijiet ta' promozzjoni, suġġett għall-kriterji ta' eliġibbiltà pertinenti.

b. L-uffiċjali l-oħra kollha għandhom jiġu kkonfermati fil-ħatra, u jekk jinħatru għandhom iservu f'dan il-post għal minimu ta' sentejn (2), qabel ma japplikaw lateralment. Din il-kundizzjoni tal-aħħar mhijiex applikabbli għal finijiet ta' promozzjoni.

2.10. Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi l-imsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor skont il-postijiet vakanti stabbiliti.

2.11. Ir-riżultat ikun validu għal sentejn (2) mid-data tal-pubblikazzjoni.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Manager I jinkludu li:

i. Jassisti fit-tmexxija tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka, u l-Innovazzjoni (MEYR);

ii. Jipprovdi appoġġ lis-CIO, lid-diretturi ġenerali, u d-diretturi dwar kwistjonijiet kollha relatati ma kwalunkwe

completion of three (3) years service as Manager I in Salary Scale 8, subject to satisfactory performance.

2.7. Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 10% of his/her basic salary, subject to satisfactory performance and subject to Central Administration's policies in force from time to time.

2.8. Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

2.9. Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

a. Appointees within the managerial/officer/practitioners streams must have served in their current post, are to serve in this post, for a minimum of two (2) years before applying laterally. This is not applicable for promotion purposes, subject to the pertinent eligibility criteria.

b. All other officers must be confirmed in appointment, and if appointed are to serve in this post for a minimum of two (2) years, before applying laterally. The latter condition is not applicable for promotion purposes.

2.10. It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred at own request to carry out duties elsewhere in accordance with established vacancies.

2.11. The result will be valid for a period of two (2) years from the date of publication.

Duties

3. The job duties for the post of Manager I include:

i. Assists in the management of the Ministry for Education, Sport, Youth, Research and Innovation (MEYR);

ii. Provides support to the CIO, directors general and directors on all matters relating to any issues within

kwistjoni fil-kompetenza tal-Iżvilupp tal-Politika u l-Implimentazzjoni tal-Programmi;

iii. Jassisti fir-riċerka u pariri dwar opportunitajiet ta' Finanzjament Ewropew lil entitajiet li jaqgħu taħt il-portafoll tal-Ministeru u benefiċjarji oħra;

iv. Jorganizza il-Mistoqsijiet Parlamentari li tiriċievi skont id-direttorat/dipartiment/entità u jqassam kif xieraq għall-abbozzi tat-tweġibiet;

v. Jorganizza, jimmonitorja u jiżgura l-kwalità tat-tweġibiet kollha tal-mistoqsijiet parlamentari li jkunu waslu, ikunu korretti filwaqt li jiżgura li dawn jiġu mwieġba fil-ħin;

vi. Jassisti fit-tweġibiet tal-mistoqsijiet parlamentari, billi jivverifika u jaċċerta li dawn jaslu fil-ħin fl-uffiċju tas-Segretarju Permananti;

vii. Jassisti fl-ivvettjar ta' kull proċess mgħoddi minn dan l-uffiċju biex jassigura li l-proċessi huma skont ir-regoli tas-Servizz Pubbliku;

viii. Jassisti fit-teħid tal-minuti waqt il-laqgħat u jqassamhom lil dawk kollha kkonċernati;

ix. Iwettaq dmirijiet oħra li jisgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;

x. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

xi. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

4.1. Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet

the remit of the Policy Development and Programme Implementation;

iii. Assists in research and assists on advice on European Funding opportunities to entities falling under the Ministry's portfolio and other beneficiaries;

iv. Organises Parliamentary Questions received by directorate/department/entity and disseminates accordingly for draft replies;

v. Organises, monitors and quality assures all Parliamentary Questions answers received, ensuring that they are correct and answered in a timely manner;

vi. Assists in answering Parliamentary Questions by verifying and ensuring that they are submitted on time, to the Office of the Permanent Secretary;

vii. Assists in the vetting of all processes that pass from this office, to ensure that all processes are in accordance with the regulations of the Public Service;

viii. Assists in minute taking during meetings and disseminating them to all concerned;

ix. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary;

x. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xi. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

4.1. By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms

ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi), jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża;

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fis-Social Wellbeing jew Public Policy jew Public Administration jew Business Administration jew Management jew Educational Leadership jew Innovation jew Project Management.

*Kwalifika rikonoxxuta komparabbli ma 180 krettu ECTS/ECVET, hekk kif applikabbli hija aċċetta biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tigi sottomessa mal-applikazzjoni.

iv. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in the Maltese and English languages;

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Social Wellbeing or Public Policy or Public Administration or Business Administration or Management or Educational Leadership or Innovation or Project Management.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

iv. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2. (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat. Kwalifika ta' Masters f'Livell 7 tal-MQF, jew ekwivalenti, għandha tinkludi minimu ta' 90 krettu ECTS/ECVETS jew ekwivalenti*

*Kwalifiki ta' Masters rikonuxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent ta' Masters mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3. Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1(iii) jew kif indikat f'paragrafu 4.2, xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika sal-31 ta' Mejju, 2023. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifka ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(a) Il-perjodu ta' prova u l-intitolament għall-progressjoni (skont il-każ) jibdew jgħoddu mid-data tal-ħatra.

(b) Il-persuni maħtura ma jibbenefikaw minn ebda benefiċċji, sakemm jiksbu l-kwalifika jew ikunu approvati għall-kisba tal-kwalifika indikata, kif imsemmi f'paragrafu 4.1 (iii) jew 4.2.

4.4. L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.2. (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements. A Masters qualification at MQF Level 7, or equivalent, must comprise a minimum of 90 ECTS/ECVETS credits or equivalent*).

*A recognised Masters qualification with a minimum of 60 ECTS/ECVET is only accepted subject to an MFHEA formal Masters recognition statement being submitted with the application.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.3. Furthermore, candidates who have not yet formally obtained the qualification specified in paragraphs 4.1 (iii) or else as indicated in paragraph 4.2 will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification by the 31st May, 2023. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(a) The probation period and progression entitlement (as the case may be) start to count from date of appointment.

(b) Appointees will not benefit from any allowances until attainment of, or are approved for the indicated qualification referred to in clause 4.1 (iii) and 4.2.

4.4. Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.5. Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.4 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.6. L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.7. L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1. Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal tal-Edukazzjoni (https://edurecruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1. L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

6.2. Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjonijiet

7.1. L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, permezz

4.5. Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.6. Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.7. Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documentation

5.1. Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Education Recruitment Portal (https://edurecruitment.gov.mt).

5.2. Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1. Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2. Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1. Applications are to be submitted, for the attention of the Ministry for Education, Sport, Youth, Research and Innovation through the Online Education Recruitment

tar-Recruitment Portal tal-Edukazzjoni **biss** (https://edurecruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal.

Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tlieta, 28 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

7.2. Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottomettu l-applikazzjoni tagħhom.

7.3. Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4. L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf).

Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Id-9 ta' Frar, 2023

Portal **only** (https://edurecruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal.

The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Tuesday, 28th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2. It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3. Applications which are received after closing date and time (i.e. late applications) would not be accepted.

7.4. Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:
applicable benefits, conditions and rules/regulations;

reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf).

These general provisions are to be regarded as an integral part of this call for applications.

9th February, 2023

MINISTERU GĦALL-INTERN, IS-SIGURTÀ, IR-RIFORMI U L-UGWALJANZA

Pożizzjoni ta' Reġistratur fl-Akkademja tal-Forzi Dixxiplinati fil-Ministeru għall-Intern, is-Sigurtà, ir-Riformi u l-Ugwaljanza

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Is-Segretarju Permanenti, Ministeru għall-Intern, is-Sigurtà, ir-Riformi u l-Ugwaljanza, jilqa' applikazzjonijiet għall-pożizzjoni ta' Reġistratur fl-Akkademja tal-Forzi Dixxiplinati, fil-Ministeru għall-Intern, is-Sigurtà, ir-Riformi u l-Ugwaljanza.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Il-persuna magħżula tinħatar fil-pożizzjoni ta' Reġistratur fil-Ministeru għall-Intern, is-Sigurtà, ir-Riformi u l-Ugwaljanza.

2.2 Il-pożizzjoni ta' Reġistratur hija suġġetta għal perjodu ta' prova ta' tnax-il (12) xahar.

2.3 L-aċċettazzjoni ta' ħatra f'din il-pożizzjoni tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Salarju Marbut mal-Pożizzjoni

3. Is-salarju marbut mal-pożizzjoni ta' Reġistratur huwa ekwivalenti għal inkriment inqas mill-massimu ta' Skala ta' Salarju 7 (ekwivalenti għal €30,353.38 fl-2023), li jilħaq il-massimu tal-iskala mal-konferma tal-ħatra jew tlestija ta' sena (1) servizz fil-pożizzjoni, liema waħda tiġi l-aħħar.

Dmirijiet

4. Id-dmirijiet għal din il-pożizzjoni ta' Reġistratur jinkludu li:

i. Jissorvelja u jevalwa lill-impjegati li jieħdu ħsieb ir-Rekords u r-Reġistrazzjoni;

ii. Jorganizza u jamministra r-rekords, il-funzjonijiet tar-reġistrazzjoni u l-gradwazzjoni, inkluż l-evalwazzjoni tal-traskrizzjonijiet, il-proċess ta' ċertifikazzjoni biex jiġi provdut l-aqwa servizz lill-istudenti filwaqt li jassigura li jkun hemm proċess effiċjenti u effettiv;

iii. Jorganizza u jżomm skeda tal-lectures u tat-taħriġ, inkluż l-għażla, ir-reġistrazzjoni u l-evalwazzjoni tal-parteċipanti;

MINISTRY FOR HOME AFFAIRS, SECURITY, REFORMS AND EQUALITY

Position of Registrar in the Academy for Disciplined Forces in the Ministry for Home Affairs, Security, Reforms and Equality

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Home Affairs, Security, Reforms and Equality, invites applications for the position of Registrar in the Academy for Disciplined Forces in the Ministry for Home Affairs, Security, Reforms and Equality.

Duration of Assignment and Conditions

2.1 A selected candidate will be appointed in the position of Registrar in the Ministry for Home Affairs, Security, Reforms and Equality.

2.2 The position of Registrar is subject to a probationary period of twelve (12) months.

2.3 Accepting appointment in this position signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Salary Pegged to the Position

3. The Salary attached to the position of Registrar is equivalent to the maximum of Salary Scale 7 less an increment (equivalent to €30,353.38 in 2023), with attainment of maximum of scale on confirmation of appointment after the probationary period of one (1) year or completion of one year service, whichever is the latter.

Duties

4. The job duties for the position of Registrar include:

i. Supervise and evaluate the Records and Registration staff;

ii. Organise and administer the records, registration and graduation functions, including transcript evaluations, certification process in order to provide maximum service to students while ensuring efficient and effective workflow;

iii. Organise and maintain lecture and training schedules, including participant selection, registration and assessment;

iv. Jikkalkula l-medja tal-punti mogħtija, ir-rank tal-klassi u jipprepara l-iskritturi tal-gradwazzjoni;

v. Jissorvelja l-kordinazzjoni, l-evalwazzjoni kif ukoll iċ-ċertifikazzjoni tal-applikazzjonijiet kollha għall-gradwazzjoni, filwaqt li jissorvelja l-proċess sħiħ tal-gradwazzjoni li jinkludi l-elementi kollha tal-prova u taċ-ċerimonja;

vi. Ikun responsabbli biex jiġbor, jirrekordja u jżomm ir-rapporti tal-istudenti; eżempju, il-marki, l-informazzjoni dwar ir-reġistrazzjoni, it-traskrizzjonijiet, il-verifikazzjoni ta' nofs it-terminu, l-eliġibbiltà atletika u awditjar ieħor assoċjat;

vii. Jipprovdi tmexxija u jiżviluppa rakkomandazzjonijiet dwar l-implimentazzjoni tal-applikazzjoni teknoloġika relatata biex jissapportja s-servizzi offruti mir-Reġistrazzjoni u r-Rekords;

viii. Isolvi problemi marbuta mar-riċerka, l-analiżi u s-soluzzjoni għat-tilwim tal-istudenti skont kif jirrelataw mar-rekords u r-reġistrazzjoni;

ix. Jikkollabora mal-amministraturi u l-counsellors biex jiffaċilita u jtejjeb is-servizzi lill-istudenti, inkluż mistoqsijiet dwar il-politika tal-katalogar u r-reġistrazzjoni/iż-żamma tar-rekords;

x. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

xi. Iwettaq dmirijiet oħra li jistgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;

xii. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

5.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

iv. Calculate grade point averages, class rank, and prepare honour rolls;

v. Supervise the coordination, evaluation and certification of all graduation applications, while overseeing the complete graduation process to include all elements of the rehearsal and ceremony;

vi. Responsible for collecting, recording, maintaining and reporting of student, e.g., grades, registration data, transcripts, mid-term verification, athletic eligibility and other associated audits;

vii. Provide leadership and develop appropriate recommendations for the implementation of related technology application in support of enhanced services offered through Registration and Records;

viii. Problem solve the research, analysis and resolution of student disputes as they relate to records and registration;

ix. Collaborate with administrators and counsellors to facilitate and improve services to students, including catalogue and registration/records policy questions.

x. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xi. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary.

xii. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

5.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of the other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

Il-parir tad-Dipartiment għall-Affarijiet taċ-Ċittadinanza u Expatriates fi ħdan l-Aġenzija Identity Malta għandu jiġi mfittex skont il-ħtieġa fl-interpretazzjoni tal-provvedimenti imsemmija hawn fuq.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. ikunu proficjenti fil-lingwa Maltija u l-lingwa Ingliża;

ii. must be proficient in the Maltese and English languages;

iii. ikollhom Masters degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fl-Amministrazzjoni jew Management jew Student Services jew Amministrazzjoni Edukattiva, flimkien ma' sena (1) esperjenza ta' xogħol rilevanti;

iii. in possession of a recognised Masters degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*), in Administration or Management or Student Services or Educational Administration, plus one (1) year relevant work experience;

*Kwalifiki ta' Masters rikonuxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent ta' Masters mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

*A recognised Masters qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MFHEA formal Masters recognition statement being submitted with the application.

JEW

OR

iv. ikollhom degree ta' Baċċellerat rikonoxxuta fil-livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fl-Amministrazzjoni jew Management jew Student Services jew Amministrazzjoni Edukattiva, flimkien ma' tlett (3) snin esperjenza ta' xogħol rilevanti.

iv. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*), in Administration or Management or Student Services or Educational Administration, plus three (3) years relevant work experience.

*Kwalifiki ta' Masters rikonuxxuta b'minimu ta' 180 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent ta' Masters mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

Uffiċjali pubbliċi li japplikaw għal din il-pożizzjoni jridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

5.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

5.3 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

5.4 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'din il-pożizzjoni, skont 5.1 sa 5.3 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

5.5 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

Public officers applying for this position must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

5.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

5.3 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

5.4 Applicants must be eligible to take up their due appointment, in terms of 5.1 to 5.3 above, not only by the closing time and date of this call for applications but also on the date of appointment.

5.5 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview,

għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

5.6 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

6.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal fuq (https://recruitment.gov.mt).

6.2 Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

7.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-pożizzjoni. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%,

7.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 5.1 sa 5.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tat-Taqsima Riżorsi Umani, Ministeru għall-Intern, is-Sigurtà, ir-Riformi u l-Ugwaljanza, permezz tar-Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħal 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

8.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

5.7 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

6.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal on (https://recruitment.gov.mt).

6.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

7.1 Eligible applicants will be assessed by a selection board to determine their suitability for the position. The maximum mark for this selection process is 100% and the pass mark is 50%.

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.4, have proven relevant work experience .

Submission of Applications

8.1 Applications are to be submitted, for the attention of the attention of the Human Resources Management, Ministry for Home Affairs, Security, Reforms and Equality, through the Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct not later than one month from the date of application as applicable which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

8.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

8.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

9. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
il-proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;
eżami mediku;
aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mit-Taqsima Riżorsi Umani, Ministeru għall-Intern, is-Sigurtà, ir-Riformi u l-Ugwaljanza, 201, Triq id-Dejqa, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tal-Ministeru huma (www.homeaffairs.gov.mt) u (recruitment.mhsr@gov.mt).

Id-9 ta' Frar, 2023

MINISTERU GĦALL-ANZJANITÀ ATTIVA

Post ta' Allied Health Professional (Dietetics) fuq bażi Full-time/Part-time fil-Ministeru għall-Anzjanità Attiva

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Is-Segretarju Permanenti, Ministeru għall-Anzjanità Attiva, jilqa' applikazzjonijiet għall-post ta' Allied Health Professional (Dietetics) fuq bażi full-time/part-time fil-Ministeru għall-Anzjanità Attiva.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' sena (1).

8.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

8.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

9. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
the submission of recognition statements in respect of qualifications;
the publication of the result;
the process for the submission of petitions concerning the result;
medical examination;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the Human Resources Section, Ministry for Home Affairs, Security, Reforms and Equality, 201, Triq id-Dejqa, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Ministry are (www.homeaffairs.gov.mt) and (recruitment.mhsr@gov.mt).

9th February, 2023

MINISTRY FOR ACTIVE AGEING

Post of Allied Health Professional (Dietetics) on a Full-time/Part-time Basis in the Ministry for Active Ageing

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Active Ageing, invites applications for the post of Allied Health Professional (Dietetics) on a full-time/part-time basis in the MInistry for Active Ageing.

Terms and Conditions

2.1 This appointment is subject to a probationary period of one (1) year.

2.2 Is-salarju ta' Allied Health Professional bid-Degree f'Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu tal-ECTS/ECVET jew ekwivalenti) huwa ta' Skala ta' Salarju 10, li fis-sena 2023 huwa ta' €23,029.57 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €25,475.59.

Persuna fil-grad ta' Allied Health Professional li minbarra r-rekwiżit stipulat f'paragrafu 2.2, għandhom ukoll fil-pussess tagħhom Masters Degree f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu tal-ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, jinħatru mad-dħul bħala Senior Allied Health Professional fi Skala ta' Salarju 8 (€26,048.25 x €486.83 - €28,969.23).

2.3 Persuna fil-grad ta' Allied Health Professional titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27,178.77) wara sentejn (2) servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna fil-grad ta' Allied Health Professional tiġi promossa għall-grad ta' Senior Allied Health Professional fi Skala 8 (€26,048.25 x €486.83 - €28,969.23) wara tliet (3) snin servizz sodisfaċenti fil-grad ta' Allied Health Professional fi Skala ta' Salarju 9.

Persuna fil-ħatra ta' Allied Health Professional li fil-kors tad-dmirijiet tagħha tikseb Postgraduate Masters f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu tal-ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, għandha titla' minnufih għal Skala ta' Salarju 8 bħala Senior Allied Health Professional.

2.5 Persuna fil-ħatra ta' Senior Allied Health Professional (Skala ta' Salarju 8) b'mill-inqas ħames (5) snin servizz sodisfaċenti fil-grad ta' Senior Allied Health Professional fi Skala ta' Salarju 8 u ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework (CAF) tiġi promossa għall-grad ta' Allied Health Practitioner fi Skala ta' Salarju 7 (€27,697.53 x €531.17 - €30,884.55) kemm mid-data tal-otteniment tas-snin tas-servizz stipulat kif ukoll it-tlestija b'suċċess tas-CAF.

Persuna fil-ħatra ta' Senior Allied Health Professional (Skala ta' Salarju 8) fil-pussess ta' Postgraduate Masters f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu tal-ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u tikonoxxuti, b'mill-inqas sentejn (2) servizz sodisfaċenti bħala Senior Allied Health Professional u ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework (CAF), għandha tiġi promossa fil-grad ta' Allied Health Practitioner fi Skala ta' Salarju 7 (€27,697.53 x €531.17 - €30,884.55). Fil-każ ta' uffiċjali li ma jkollhomx iċ-ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework mat-

2.2 The salary for the post of Allied Health Professional with Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent) is Salary Scale 10, which in the year 2023 is equivalent to, €23,029.57 per annum, rising by annual increments of €407.67 up to a maximum of €25,475.59.

An Allied Health Professional who in addition to the requirement stipulated in paragraph 2.2, are also in possession of a relevant and recognised Postgraduate Masters Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD at MQF Level 8, shall on entry be immediately appointed a Senior Allied Health Professional in Salary Scale 8 (€26,048.25 x €486.83 - €28,969.23).

2.3 An Allied Health Professional will progress to Scale 9 (€24,494.79 x €447.33 - €27,178.77) on completion of two (2) years service in the grade, subject to satisfactory performance.

2.4 An Allied Health Professional will be promoted to the grade of Senior Allied Health Professional in Scale 8 (€26,048.25 x €486.83 - €28,969.23) on completion of three (3) years satisfactory service in the grade of Allied Health Professional in Scale 9.

An Allied Health Professional who in the course of his/her duties obtains a relevant and recognised Postgraduate Masters Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD a MQF Level 8 shall immediately progress to Salary Scale 8 as Senior Allied Health Professional.

2.5 A Senior Allied Health Professional (Salary Scale 8), with at least five (5) years satisfactory service as Senior Allied Health Professional in Salary Scale 8 and certificate of successful completion of the Competency Programme and Evaluation Framework (CAF), shall be promoted to the grade of Allied Health Practitioner in Salary Scale 7 (€27,697.53 x €531.17 - €30,884.55) as from the date of satisfaction of both the stipulated years of service and the successful certification of the CAF.

A Senior Allied Health Professional (Salary Scale 8), in possession of a recognised and relevant Postgraduate Masters Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD a MQF Level 8 with at least two (2) years satisfactory service as Senior Allied Health Professional and certificate of successful completion of the Competency Programme and Evaluation Framework (CAF), shall be promoted to the grade of Allied Health Practitioner in Scale 7 (€27,697.53 x €531.17 - €30,884.55). In the case of Officers who are not in possession of the certificate of successful completion of the Competency Programme and Evaluation Framework

tlestija ta' sentejn (2) servizz sodisfaċenti fil-grad, għandhom jiġu promossi għal Allied Health Practitioner bil-kundizzjoni li jiksbu din iċ-ċertifikazzjoni fi żmien sena (1) mill-ħatra ta' Allied Health Practitioner fi Skala ta' Salarju 7. Uffiċjali li jonqsu milli jippreżentaw tali ċertifikazzjoni fil-qafas ta' żmien stipulat għandhom jerġgħu lura awtomatikament għal Senior Allied Health Professional fi Skala ta' Salarju 8.

2.6 Persuna maħtura tkun intitolata għal benefiċċji oħra tali, u suġġetta għal kundizzjonijiet u obbligi oħra tali li jkunu mniżżlin fi kwalunkwe ftehim rilevanti bejn il-Gvern u l-union kompetenti.

2.7 Applikazzjonijiet laterali minn uffiċjali pubbliċi li diġà għandhom ħatra fl-istess grad li qiegħda tkun reklamata huma permessi biss jekk il-qasam ta' speċjalizzazzjoni tal-post vakanti huwa differenti minn dak tal-applikant u jeħtieġ kwalifika speċifika relatata bħala rekwiżit ta' eliġibbiltà, li l-applikant irid jissodisfa.

2.8 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Allied Health Professional (Dietetics) jinkludu li:

i. Jippjana, iwettaq u jevalwa servizz speċifiku tal-allied health;

ii. Jippreżenta dokumentazzjoni ċara, preċiza u fil-ħin;

iii. Jikkomunika, jaħdem id f'id effettivament ma' professjonisti oħra, individwi u gruppi ta' pazjenti, familji/carers u aġenziji oħra skont il-ħtieġa;

iv. Iżomm ruħu aġġornat fuq żviluppi u modi fil-prattika ta' professjoni speċifika tal-allied health permezz ta' studju tal-letteratura kurrenti jew billi jattendi korsijiet tal-'continuous professional development' disponibbli u jadatta prattiki ta' xogħol skont evidenza l-aktar riċenti;

v. Iwettaq kwalunkwe dmirijiet oħra li jkunu meħtieġa mill-Allied Health Professional responsabbli b'rispons għall-esiġenzi tas-servizz;

vi. Jaderixxi mal-policies u l-proċeduri kollha kif applikabbli lill-entità/entitajiet fejn l-Allied Health Professional ikun ġie allokat;

vii. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

(CAF) on the completion of two (2) years satisfactory service in the grade, shall be promoted to Allied Health Practitioner on condition that s/he obtains this certification within one (1) year from appointment of Allied Health Practitioner in Salary Scale 7. Officers who fail to present such certification within the stipulated timeframe shall automatically revert to Senior Allied Health Professional in Salary Scale 8.

2.6 An appointee will be entitled to such other benefits and subject to such other conditions and obligations as may be stipulated in any pertinent agreement between the Government and the competent union.

2.7 Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

2.8 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Duties

3.1 The job duties for the post of Allied Health Professional (Dietetics) include:

i. Plans, delivers and evaluates specific allied health service;

ii. Presents clear, accurate and timely documentation;

iii. Communicates and liaises effectively with other professionals, individuals and groups of patients, family/carers and other agencies as required;

iv. Keeps up-to-date on developments and trends in the practice of the specific allied health profession by study of the current literature or by attending continuous professional development courses available and to adapt work practices according to the latest evidence;

v. Performs any other duties which may be required by the responsible Allied Health Professional in response to the exigencies of the service;

vi. Abides by all policies and procedures as applicable to the entity/entities that the Allied Health Professional is deployed to;

vii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

viii. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Aktar dettalji dwar id-dmirijiet marbuta ma' dan il-post jistgħu jinkisbu mit-Taqsima Riżorsi Umani, Ministeru għall-Anzjanità Attiva, Palazzo Spinola, 46, Triq San Kristofru, Il-Belt Valletta, li jista' jiġi kkuntattjat ukoll permezz ta' ittra elettronika lil (hr.mfaa@gov.mt)

3.2 Persuna maħtura tista' tkun meħtieġa li twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-saħħa tal-Gvern ta' Malta skont id-diskrezzjoni tal-Amministrazzjoni.

3.3 Allied Health Professionals ingaġġati fuq bażi part-time jkunu meħtieġa li jaħdmu minimu ta' 20 siegħa fil-ġimgħa u allokati f'rosters u sezzjonijiet skont l-esiġenzi tas-servizz.

Rekwiżiti tal-Eliġibbilità

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit

viii. Any other duties as directed by the Principal Permanent Secretary.

Further details of the job description of the post may be obtained from the Human Resources Section, Ministry for Active Ageing, Palazzo Spinola, 46, Triq San Kristofru, Valletta, which may also be contacted by email to (hr.mfaa@gov.mt).

3.2 An appointee may be requested to perform duties on any of the health care services in the Government of Malta at the discretion of the Management.

3.3 Allied Health Professionals engaged on part-time basis will be required to work on a minimum of 20 hours per week and deployed on a roster and section according to the exigencies of the service.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and

u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. (a) profiċenti fil-lingwa Maltija. Madankollu, kandidati li mhumiex profiċenti fil-lingwa Maltija xorta se jiġu kkunsidrati imma għandhom jipprovdu evidenza ta' profiċjenza bażika fil-lingwa Maltija qabel il-konferma fil-ħatra li hi fi żmien sena mill-ingaġġ, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 tal-Università ta' Malta. Il-kors li uffiċjalment iwassal għal dan l-eżami huwa l-Course in Basic Medical Maltese for the Healthcare Profession Part 1 immexxi mid-Dipartiment tal-Malti tal-Università ta' Malta. Kwalunkwe ħlas relatat mal-kors jew assessjar tiegħu jridu jiġu mħallsa mill-kandidati prospettivi magħżula. Madankollu, tali spejjeż jistgħu jitħallsu lura permzz tal-Continuous Professional Development Scheme (CPD)

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(b) profiċjenti fil-lingwa Ingliża billi:

jipprovdu, sad-data tal-intervista, evidenza li l-kwalifika primarja fl-Allied Health Profession ġiet segwita bil-lingwa Ingliża;

JEW

jipprovdu, sad-data tal-intervista, ċertifikat validu tal-IELTS (International English Language Testing System) ta' band score medju ta' 6 jew ogħla f'dominji ta' komprensjoni, qari, kitba u lingwa mitkellma. Kwalifika ċċertifikata ekwivalenti għal IELTS Livell 6 (ta' band score medju ta' 6), eż., GCSE/Cambridge Grad Ċ, TOEFL (IBT): 60-80, CEFR: B2 ikunu aċċettati;

JEW

jipprovdu dokumentazzjoni li turi tal-inqas sitt (6) xhur esperjenza ta' xogħol iċċertifikata full-time bħala Allied Health Professional irreġistrata fir-Renju Unit jew fl-Irlanda jew kwalunkwe pajjiż ieħor li jitkellmu l-Ingliż fejn l-Ingliż huwa l-lingwa primarja u/jew uffiċjali.

their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. (a) proficient in the Maltese language. However, candidates who do not possess proficiency in the Maltese language will still be considered but have to provide evidence of basic proficiency in the Maltese language before confirmation of appointment, which is within one (1) year of engagement by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 of the University of Malta. The course officially leading to this examination is the course in Basic Medical Maltese for the Healthcare Profession Part 1 run by the Department of Maltese of the University of Malta. Any related course and assessment fees are to be paid by prospective selected candidates. However, such expenses may be claimed through the Continuous Professional Development Scheme (CPD)

AND

(b) be proficient in the English language by:

providing proof by the interview date, that the primary Allied Health Professional qualification was undertaken in the English language;

OR

providing by the interview date, a valid certificate of IELTS (International English Language Testing System) or average band score of 6 or above in the listening, reading, writing and speaking domains. A certified equivalent qualification to IELTS (overall band score 6), e.g. GCSE/Cambridge: Grade C, TOEFL (IBT): 60-80, CEFR: B2 will also be accepted;

OR

providing documentation showing at least six (6) months full-time equivalent certified work experience as registered Allied Health Professional in the United Kingdom, Ireland, or any other English speaking country where English is the primary and /or official language.

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iii. fil-pussess ta' kwalifika rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu tal-ECTS/ECVET jew ekwivalenti*) fid-Dietetics jew kwalifika ekwivalenti, rikonoxxuta, kumparabbli U jkunu f'pussess ta' ċertifikat tar-reġistrazzjoni fid-Dietetics mal-Kunsill ta' Professjonisti Kumplimentari għall-Mediċina f'Malta.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, kif applikabbli hija aċċettata biss suġġett għal dikjarazzjoni ta' rikonoxximent formali MFHEA li tiġi sottomessa mal-applikazzjoni.

iv. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiext possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat. Kwalifika ta' Masters f'Livell 7 tal-MQF, jew ekwivalenti*, għandha tinkludi minimu ta' 90 krettu ECTS/ECVET.

*Kwalifika rikonoxxuta ta' Masters b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent tal-MFHEA tal-Masters li tiġi sottomessa mal-applikazzjoni.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni jew inkella jkunu lestew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti*, meħuda bħala parti minn programm ta' studju ta' livell ogħla tal-MQF rikonoxxut, kif mitlub fil-kriterji tal-eliġibbiltà ta' hawn fuq, sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

Aktar minn hekk, dawk il-kandidati li ma jkunux għadhom ġabu r-rekwiżit speċifikati f'paragrafu 4.1.iii formalment, xorta jiġu kkunsidrati, basta jipprovdu evidenza li ġew approvati għall-għoti ta' tali rekwiżiti sal-aħħar ta' Mejju 2023. Jekk jintgħażlu, dawn il-kandidati jridu juru r-rekwiżiti indikati f'paragrafu 4.1.iii qabel il-ħatra.

AND

iii. in possession of a recognised qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in Dietetics or an equivalent, recognised comparable qualification AND in possession of a certificate of registration in Dietetics by the Council for Professions Complimentary to Medicine in Malta.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

iv. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements. A Masters qualification at MQF Level 7, or equivalent, must compromise a minimum of 90 ECTS/ECVET credits.

*A recognised Masters qualification with a minimum of 60 ECTS/ECVET is only accepted subject to MFHEA formal Masters recognition statement being submitted with the application.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question or successfully completed the necessary ECTS/ECVET credits, or equivalent* taken as part of a recognised higher MQF level programme of study, as required in the afore-mentioned eligibility criteria, by the closing time and date of the call for applications.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level by the closing time and date of the call for applications.

Furthermore, candidates who have not yet formally obtained the requisites specified in paragraph 4.1.iii. will still be considered, provided that they submit evidence that they would qualify for such requisites by the end of May 2023. If selected, such candidates must produce the requisites indicated in paragraph 4.1.iii before appointment.

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.6 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.5 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.7 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications.

4.5 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by the HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.6 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.5 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.7 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for

data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.8 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100%u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tas-Segratarju Permanenti, Ministeru għall-Anzjanità Attiva, permezz tal-Online Government Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.8 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Permanent Secretary, Ministry for Active Ageing, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

7.4 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.5 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mit-Taqsima Riżorsi Umani, Ministeru għall-Anzjanità Attiva, Palazzo Spinola, 46, Livell 5, Triq San Kristofru, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-dipartiment/diviżjoni/direttorat huma (https://activeageing.gov.mt) u (hrelderly.aacc@gov.mt).

Id-9 ta' Frar, 2023

MINISTERU GĦALL-ANZJANITÀ ATTIVA

Post ta' Allied Health Professional (Occupational Therapy) fuq bażi Full-time/Part-time fil-Ministeru għall-Anzjanità Attiva

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Is-Segretarju Permanenti, Ministeru għall-Anzjanità Attiva, jilqa' applikazzjonijiet għall-post ta' Allied Health Professional (Occupational Therapy) fuq bażi full-time/part-time fil-Ministeru għall-Anzjanità Attiva.

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the Human Resources Section, Ministry for Active Ageing, Palazzo Spinola, 46, Level 5, Triq San Kristofru, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving department/division/directorate are (https://activeageing.gov.mt) and (hrelderly.aacc@gov.mt).

9th February, 2023

MINISTRY FOR ACTIVE AGEING

Post of Allied Health Professional (Occupational Therapy) on a Full-time/Part-time Basis in the Ministry for Active Ageing

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Active Ageing, invites applications for the post of Allied Health Professional (Occupational Therapy) on a full-time/part-time basis in the MInistry for Active Ageing.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' sena (1).

2.2 Is-salarju ta' Allied Health Professional bid-Degree f'Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu tal-ECTS/ECVET jew ekwivalenti) huwa ta' Skala ta' Salarju 10, li fis-sena 2023 huwa ta' €23,029.57 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €25,475.59.

Persuna fil-grad ta' Allied Health Professional li minbarra r-rekwiżit stipulat f'paragrafu 2.2, għandhom ukoll fil-pussess tagħhom Masters Degree f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu tal-ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, jinħatru mad-dħul bħala Senior Allied Health Professional fi Skala ta' Salarju 8 (€26,048.25 x €486.83 - €28,969.23).

2.3 Persuna fil-grad ta' Allied Health Professional titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27,178.77) wara sentejn (2) servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna fil-grad ta' Allied Health Professional tiġi promossa għall-grad ta' Senior Allied Health Professional fi Skala 8 (€26,048.25 x €486.83 - €28,969.23) wara tliet (3) snin servizz sodisfaċenti fil-grad ta' Allied Health Professional fi Skala ta' Salarju 9.

Persuna fil-ħatra ta' Allied Health Professional li fil-kors tad-dmirijiet tagħha tikseb Postgraduate Masters f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu tal-ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, għandha titla' minnufih għal Skala ta' Salarju 8 bħala Senior Allied Health Professional.

2.5 Persuna fil-ħatra ta' Senior Allied Health Professional (Skala ta' Salarju 8) b'mill-inqas ħames (5) snin servizz sodisfaċenti fil-grad ta' Senior Allied Health Professional fi Skala ta' Salarju 8 u ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework (CAF) tiġi promossa għall-grad ta' Allied Health Practitioner fi Skala ta' Salarju 7 (€27,679.53 x €531.17 - €30,884.55) kemm mid-data tal-otteniment tas-snin tas-servizz stipulat kif ukoll it-tlestija b'suċċess tas-CAF.

Persuna fil-ħatra ta' Senior Allied Health Professional (Skala ta' Salarju 8) fil-pussess ta' Postgraduate Masters f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu tal-ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u tikonoxxuti, b'mill-inqas sentejn (2) servizz sodisfaċenti bħala Senior Allied Health Professional u ċertifikat ta' tlestija b'suċċess tal-Competency Programme

Terms and Conditions

2.1 This appointment is subject to a probationary period of one (1) year.

2.2 The salary for the post of Allied Health Professional with Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent) is Salary Scale 10, which in the year 2023 is equivalent to, €23,029.57 per annum, rising by annual increments of €407.67 up to a maximum of €25,475.59.

An Allied Health Professional who in addition to the requirement stipulated in paragraph 2.2, are also in possession of a relevant and recognised Postgraduate Masters Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD at MQF Level 8, shall on entry be immediately appointed a Senior Allied Health Professional in Salary Scale 8 (€26,048.25 x €486.83 - €28,969.23).

2.3 An Allied Health Professional will progress to Scale 9 (€24,494.79 x €447.33 - €27,178.77) on completion of two (2) years service in the grade, subject to satisfactory performance .

2.4 An Allied Health Professional will be promoted to the grade of Senior Allied Health Professional in Scale 8 (€26,048.25 x €486.83 - €28,969.23) on completion of three (3) years satisfactory service in the grade of Allied Health Professional in Scale 9.

An Allied Health Professional who in the course of his/her duties obtains a relevant and recognised Postgraduate Masters Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD a MQF Level 8 shall immediately progress to Salary Scale 8 as Senior Allied Health Professional.

2.5 A Senior Allied Health Professional (Salary Scale 8), with at least five (5) years satisfactory service as Senior Allied Health Professional in Salary Scale 8 and certificate of successful completion of the Competency Programme and Evaluation Framework (CAF), shall be promoted to the grade of Allied Health Practitioner in Salary Scale 7 (€27,697.53 x €531.17 - €30,884.55) as from the date of satisfaction of both the stipulated years of service and the successful certification of the CAF.

A Senior Allied Health Professional (Salary Scale 8), in possession of a recognised and relevant Postgraduate Masters Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD a MQF Level 8 with at least two (2) years satisfactory service as Senior Allied Health Professional and certificate of successful completion of the Competency Programme and

u Evaluation Framework (CAF), għandha tiġi promossa fil-grad ta' Allied Health Practitioner fi Skala ta' Salarju 7 (€27,697.53 x €531.17 - €30,884.55). Fil-każ ta' uffiċjali li ma jkollhomx iċ-ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework mat-tlestija ta' sentejn (2) servizz sodisfaċenti fil-grad, għandhom jiġu promossi għal Allied Health Practitioner bil-kundizzjoni li jiksbu din iċ-ċertifikazzjoni fi żmien sena (1) mill-ħatra ta' Allied Health Practitioner fi Skala ta' Salarju 7. Uffiċjali li jonqsu milli jippreżentaw tali ċertifikazzjoni fil-qafas ta' żmien stipulat għandhom jerġgħu lura awtomatikament għal Senior Allied Health Professional fi Skala ta' Salarju 8.

2.6 Persuna maħtura tkun intitolata għal benefiċċji oħra tali, u suġġetta għal kundizzjonijiet u obbligi oħra tali li jkunu mniżżlin fi kwalunkwe ftehim rilevanti bejn il-Gvern u l-union kompetenti.

2.7 Applikazzjonijiet laterali minn uffiċjali pubbliċi li diġà għandhom ħatra fl-istess grad li qiegħda tkun reklamata huma permessi biss jekk il-qasam ta' speċjalizzazzjoni tal-post vakanti huwa differenti minn dak tal-applikant u jeħtieġ kwalifika speċifika relatata bħala rekwiżit ta' eliġibbiltà, li l-applikant irid jissodisfa.

2.8 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Allied Health Professional (Occupational Therapy) jinkludu li:

i. Jippjana, iwettaq u jevalwa servizz speċifiku tal-allied health;

ii. Jippreżenta dokumentazzjoni ċara, preċiza u fil-ħin;

iii. Jikkomunika, jaħdem id f'id effettivament ma' professjonisti oħra, individwi u gruppi ta' pazjenti, familji/carers u aġenziji oħra skont il-ħtieġa;

iv. Iżomm ruħu aġġornat fuq żviluppi u modi fil-prattika ta' professjoni speċifika tal-allied health permezz ta' studju tal-letteratura kurrenti jew billi jattendi korsijiet tal-'continuous professional development' disponibbli u jadatta prattiki ta' xogħol skont evidenza l-aktar riċenti;

v. Iwettaq kwalunkwe dmirijiet oħra li jkunu meħtieġa mill-Allied Health Professional responsabbli b'rispons għall-esiġenzi tas-servizz;

Evaluation Framework (CAF), shall be promoted to the grade of Allied Health Practitioner in Scale 7 (€27,697.53 x €531.17 - €30,884.55). In the case of Officers who are not in possession of the certificate of successful completion of the Competency Programme and Evaluation Framework (CAF) on the completion of two (2) years satisfactory service in the grade, shall be promoted to Allied Health Practitioner on condition that s/he obtains this certification within one (1) year from appointment of Allied Health Practitioner in Salary Scale 7. Officers who fail to present such certification within the stipulated timeframe shall automatically revert to Senior Allied Health Professional in Salary Scale 8.

2.6 An appointee will be entitled to such other benefits and subject to such other conditions and obligations as may be stipulated in any pertinent agreement between the Government and the competent union.

2.7 Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

2.8 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Duties

3.1 The job duties for the post of Allied Health Professional (Occupational Therapy) include;

i. Plans, delivers and evaluates specific allied health service;

ii. Presents clear, accurate and timely documentation;

iii. Communicates and liaises effectively with other professionals, individuals and groups of patients, family/carers and other agencies as required;

iv. Keeps up-to-date on developments and trends in the practice of the specific allied health profession by study of the current literature or by attending continuous professional development courses available and to adapt work practices according to the latest evidence:

v. Performs any other duties which may be required by the responsible Allied Health Professional in response to the exigencies of the service;

vi. Jaderixxi mal-policies u l-proċeduri kollha kif applikabbli lill-entià/entitajiet fejn l-Allied Health Professional ikun ġie allokat;

vii. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ

viii. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Aktar dettalji dwar id-dmirijiet marbuta ma' dan il-post jistgħu jinkisbu mit-Taqsima Riżorsi Umani, Ministeru għall-Anzjanità Attiva, Palazzo Spinola, 46, Triq San Kristofru, Il-Belt Valletta, li jista' jiġi kkuntattjat ukoll permezz ta' ittra elettronika lil (hr.mfaa@gov.mt).

3.2 Persuna maħtura tista' tkun meħtieġa li twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-saħħa tal-Gvern ta' Malta skont id-diskrezzjoni tal-amministrazzjoni.

3.3 Allied Health Professionals ingaġġati fuq bażi part-time ikunu meħtieġa li jaħdmu minimu ta' 20 siegħa fil-ġimgħa u allokati f'rosters u sezzjonijiet skont l-esiġenzi tas-servizz.

Rekwiżiti tal-Eliġibbilità

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt

vi. Abides by all policies and procedures as applicable to the entity/entities that the Allied Health Professional is deployed to;

vii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

viii. Any other duties as directed by the Principal Permanent Secretary.

Further details of the job description of the post may be obtained from the Human Resources Section, Ministry for Active Ageing, Palazzo Spinola, 46, Triq San Kristofru, Valletta, which may also be contacted by email to (hr.mfaa@gov.mt).

3.2 An appointee may be requested to perform duties on any of the health care services in the Government of Malta at the discretion of the management.

3.3 Allied Health Professionals engaged on part-time basis will be required to work on a minimum of 20 hours per week and deployed on a roster and section according to the exigencies of the service.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family

ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. (a) profiċenti fil-lingwa Maltija. Madankollu, kandidati li mhumiex profiċenti fil-lingwa Maltija xorta se jiġu kkunsidrati imma għandhom jipprovdu evidenza ta' profiċjenza bażika fil-lingwa Maltija qabel il-konferma fil-ħatra li hi fi żmien sena mill-ingaġġ, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 tal-Università ta' Malta. Il-kors li uffiċjalment iwassal għal dan l-eżami huwa l-Course in Basic Medical Maltese for the Healthcare Profession Part 1 immexxi mid-Dipartiment tal-Malti tal-Università ta' Malta. Kwalunkwe ħlas relatat mal-kors jew assessjar tiegħu jridu jiġu mħallsa mill-kandidati prospettivi magħżula. Madankollu, tali spejjeż jistgħu jitħallsu lura permzz tal-Continuous Professional Development Scheme (CPD).

U

(b) profiċjenti fil-lingwa Ingliża billi:

jipprovdu, sad-data tal-intervista, evidenza li l-kwalifika primarja fl-allied Health Profession ġiet segwita bil-lingwa Ingliża;

JEW

jipprovdu, sad-data tal-intervista, ċertifikat validu tal-IELTS (International English Language Testing System) ta' band score medju ta' 6 jew ogħla f'dominji ta' komprensjoni, qari, kitba u lingwa mitkellma. Kwalifika ċċertifikata ekwivalenti għal IELTS Livell 6 (ta' band score medju ta' 6), eż., GCSE/Cambridge Grad Ċ, TOEFL (IBT): 60-80, CEFR: B2 ikunu aċċettati;

members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. (a) proficient in the Maltese language. However, candidates who do not possess proficiency in the Maltese language will still be considered but have to provide evidence of basic proficiency in the Maltese language before confirmation of appointment, which is within one (1) year of engagement by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 of the University of Malta. The course officially leading to this examination is the course in Basic Medical Maltese for the Healthcare Profession Part 1 run by the Department of Maltese of the University of Malta. Any related course and assessment fees are to be paid by prospective selected candidates. However, such expenses may be claimed through the Continuous Professional Development Scheme (CPD).

AND

(b) be proficient in the English language by:

providing proof by the interview date, that the primary Allied Health Professional qualification was undertaken in the English language;

OR

providing by the interview date, a valid certificate of IELTS (International English Language Testing System) or average band score of 6 or above in the listening, reading, writing and speaking domains. A certified equivalent qualification to IELTS (overall band score 6), e.g. GCSE/Cambridge: Grade C, TOEFL (IBT): 60-80, CEFR: B2 will also be accepted;

JEW

jipprovdu dokumentazzjoni li turi tal-inqas sitt (6) xhur esperjenza ta' xogħol iċċertifikata full-time bħala Allied Health Professional irreġistrata fir-Renju Unit jew fl-Irlanda jew kwalunkwe pajjiż ieħor li jitkellmu l-Ingliż fejn l-Ingliż huwa l-lingwa primarja u/jew uffiċjali.

U

iii. fil-pussess ta' kwalifika rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu tal-ECTS/ECVET jew ekwivalenti*) fl-Occupational Therapy jew kwalifika ekwivalenti, rikonoxxuta, kumparabbli U jkunu f'pussess ta' ċertifikat tar-reġistrazzjoni fl-Occupational Therapy mal-Kunsill ta' Professjonisti Kumplimentari għall-Mediċina f'Malta.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, kif applikabbli hija aċċettata biss suġġett għal dikjarazzjoni ta' rikonoxximent formali MFHEA li tiġi sottomessa mal-applikazzjoni.

iv. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat. Kwalifika ta' Masters f'Livell 7 tal-MQF, jew ekwivalenti*, għandha tinkludi minimu ta' 90 krettu ECTS/ECVET.

*Kwalifika rikonoxxuta ta' Masters b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent tal-MFHEA tal-Masters li tiġi sottomessa mal-applikazzjoni.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni jew inkella jkunu lestew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti*, meħuda bħala parti minn programm ta' studju ta' livell ogħla tal-MQF rikonoxxut, kif mitlub fil-kriterji tal-eliġibbiltà ta' hawn fuq, sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew

OR

providing documentation showing at least six (6) months full-time equivalent certified work experience as registered Allied Health Professional in the United Kingdom, Ireland, or any other English speaking country where English is the primary and /or official language.

AND

iii. in possession of a recognised qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in Occupational Therapy or an equivalent, recognised comparable qualification AND in possession of a certificate of registration in Occupational Therapy by the Council for Professions Complimentary to Medicine in Malta.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

iv. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements. A Masters qualification at MQF Level 7, or equivalent, must compromise a minimum of 90 ECTS/ECVET credits.

* A recognised Masters qualification with a minimum of 60 ECTS/ECVET is only accepted subject to MFHEA formal Masters recognition statement being submitted with the application.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question or successfully completed the necessary ECTS/ECVET credits, or equivalent* taken as part of a recognised higher MQF level programme of study, as required in the afore-mentioned eligibility criteria, by the closing time and date of the call for applications.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and

ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

Aktar minn hekk, dawk il-kandidati li ma jkunux għadhom ġabu r-rekwiżit speċifikati f'paragrafu 4.1.iii formalment, xorta jiġu kkunsidrati, basta jipprovdu evidenza li ġew approvati għall-għoti ta' tali rekwiżiti sal-aħħar ta' Mejju 2023. Jekk jintgħażlu, dawn il-kandidati jridu juru r-rekwiżiti indikati f'paragrafu 4.1.iii qabel il-ħatra.

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.6 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.5 hawn fuq, mhux biss sal-ħin u

attained the required MQF level by the closing time and date of the call for applications.

Furthermore, candidates who have not yet formally obtained the requisites specified in paragraph 4.1.iii. will still be considered, provided that they submit evidence that they would qualify for such requisites **by end of May 2023.** If selected, such candidates must produce the requisites indicated in paragraph 4.1.iii before appointment.

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

4.5 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by the HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.6 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.5 above, not only by the

d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.7 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.8 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tas-Segratarju Permanenti, Ministeru għall-Anzjanità Attiva, permezz tal-Online Government Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk

closing time and date of this call for applications but also on the date of appointment.

4.7 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.8 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Permanent Secretary, Ministry for Active Ageing, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from

li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

7.4 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.5 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mit-Taqsima Riżorsi Umani, Ministeru għall-Anzjanità Attiva, Palazzo Spinola, 46, Triq San Kristofru, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-dipartiment/diviżjoni/direttorat huma (https://activeageing.gov.mt) u (hrelderly.aacc@gov.mt).

Id-9 ta' Frar, 2023

outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the Human Resources Section, Ministry for Active Ageing, Palazzo Spinola, 46 Triq San Kristofru, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving department/division/directorate are (https://activeageing.gov.mt) and (hrelderly.aacc@gov.mt).

9th February, 2023

MINISTERU GĦAL ANZJANITÀ ATTIVA

Post ta' Manager I fil-Ministeru għall-Anzjanità Attiva

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Is-Segretarju Permanenti, Ministeru għall-Anzjanità Attiva jilqa' applikazzjonijiet għall-post ta' Manager I fil-Ministeru għall-Anzjanità Attiva.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' sena (1).

2.2 Waqt il-perjodu ta' prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju ta' Manager I huwa ta' Skala ta' Salarju 10, li fl-2023 huwa ta' €23,029.57 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €25,475.59.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27,178.77 fis-sena 2023) wara sentejn (2) servizz bħala Manager I fi Skala ta' Salarju 10, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 9 titla' fi Skala ta' Salarju 8 (€26,048.25 x €486.83 - €28,969.23 fis-sena 2023) wara ħames (5) snin servizz bħala Manager I fi Skala ta' Salarju 9, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 8 titla' fi Skala ta' Salarju 7 (€27,697.53 x €531.17 - €30,884.55 fis-sena 2023) wara tliet (3) snin servizz bħala Manager I fi Skala ta' Salarju 8, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.7 Il-persuni maħtura jkunu intitolati wkoll għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 10% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.8 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

MINISTRY FOR ACTIVE AGEING

Post of Manager I in the Ministry for Active Ageing

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Active Ageing invites applications for the post of Manager I in the Ministry for Active Ageing.

Terms and Conditions

2.1 This appointment is subject to a probationary period of one (1) year.

2.2 During the probationary/trial period, appointees must successfully complete appropriate induction programmes organised by the Institute for the Public Services to be eligible for confirmation of appointment.

2.3 The salary for the post of Manager I is Salary Scale 10, which in year 2023 is €23,029.57 per annum, rising by annual increments of €407.67 up to a maximum of €25,475.59.

2.4 A Manager I in Salary Scale 10 will progress to Salary Scale 9 (€24,494.79 x €447.33 - €27,178.77 in 2023) on completion of two (2) years service as Manager I in Salary Scale 10, subject to satisfactory performance.

2.5 A Manager I in Salary Scale 9 will progress to Salary Scale 8(€26,048.25 x €486.83 - €28,969.23 in 2023) on completion of five (5) years service as Manager I in Salary Scale 9, subject to satisfactory performance.

2.6 A Manager I in Salary Scale 8 will progress to Salary Scale 7(€27,697.53 x €531.17 - €30,884.55 in 2023) on completion of three (3) years service as Manager I in Salary Scale 8, subject to satisfactory performance.

2.7 Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 10% of his/her basic salary, subject to satisfactory performance and subject to Central Administration's policies in force from time to time.

2.8 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

2.9 Applikazzjonijiet laterali minn uffiċjali pubbliċi li diġà għandhom ħatra fl-istess grad li qiegħda tkun reklamata huma permessi biss jekk il-qasam ta' speċjalizzazzjoni tal-post vakanti huwa differenti minn dak tal-applikant u jeħtieġ kwalifika speċifika relatata bħala rekwiżit ta' eliġibbiltà, li l-applikant irid jissodisfa.

a. L-applikanti maħtura fil-linji maniġerjali/ta' uffiċjal/ prattikanti jridu jkunu servew fil-ħatra attwali tagħhom, u jekk maħtura għandhom iservu f'din il-kariga għal minimu ta' sentejn (2) qabel ma japplikaw lateralment. Dan mhuwiex applikabbli għal skopijiet ta' promozzjoni, suġġett għall-kriterji ta' eliġibbiltà pertinenti.

b. L-uffiċjali l-oħra kollha għandhom jiġu kkonfermati fil-ħatra, u jekk jinħatru għandhom iservu f'dan il-post għal minimu ta' sentejn (2), qabel ma japplikaw lateralment. Din il-kundizzjoni tal-aħħar mhijiex applikabbli għal finijiet ta' promozzjoni.

2.10 Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi l-imsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor, skont il-postijiet vakanti stabbiliti.

2.11 Ir-riżultat ikun validu għal sentejn (2) mid-data tal-pubblikazzjoni.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Manager I jinkludu li:

i. Jassisti l-Uffiċċju tas-Segretarju Permanenti u Senior Management fit-tfassil tal-pjanijiet tar-Riżorsi Umani, pjanijiet ta'azzjoni, rapporti u policies;

ii. Jassisti lis-superjuri fil-monitoraġġ tal-funzjonijiet delegati ta' policies, programmi u prattiki biex jiżguraw konformità mal-policies ċentrali fil-Ministeru;

iii. Jikkordina u jwettaq kontrolli ta' konformità kostanti u regolari biex jiżgura li l-politiki stabbiliti jkunu qed jiġu osservati, u jsegwi l-implimentazzjoni f'waqtha tal-miżuri korrettivi meħtieġa;

iv. Jassisti superjuri fl-allinjament bejn l-istrateġija tar-Riżorsi Umani u l-għanijiet tan-negożju, jikkontribwixxi għall-Analiżi tal-Ħtigiet ta' Taħrig u jappoġġja programmi ta' ġestjoni tat-tibdil;

v. Jorganizza laqgħat mas-senior management u jsegwi azzjonijiet biex jizgura li l-kompiti neċessarji jsiru fil-ħin stipulat u mingħajr dewmien;

2.9 Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

a. Appointees within the managerial/officer/practitioners streams must have served in their current post, are to serve in this post, for a minimum of two (2) years before applying laterally. This is not applicable for promotion purposes, subject to the pertinent eligibility criteria.

b. All other officers must be confirmed in appointment, and if appointed are to serve in this post for a minimum of two (2) years, before applying laterally. The latter condition is not applicable for promotion purposes.

2.10 It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred at own request to carry out duties elsewhere, in accordance with established vacancies.

2.11 The result will be valid for a period of two (2) years from the date of publication.

Duties

3. The job duties for the post of Manager I include:

i. Assist the Office of the Permanent Secretary and Senior Management in the drawing up of HR plans, Action plans, reports and policies;

ii. Support management in the monitoring of delegated functions of policies, programmes and practices to ensure compliance with central policies across the Ministry;

iii. Coordinates and carries out constant and regular compliance checks to ensure that established policies are being adhered to, and follow up on the timely implementation of corrective measures required;

iv. Assists in the alignment between the HR Strategy and business goals, contributes towards the Training Needs Analysis and supports change management programmes;

v. Organise meetings with senior management and pursue follow-up actions to ensure that the necessary tasks are carried out on time and without undue delays;

vi. Jassisti fil-ġbir ta' dejta u riċerka biex jipprovdi rakkomandazzjoin lis-Segretarju Permanenti;

vii. Jikkollabara mas-senior management biex jiżgura l-implimentazzjoni u l-konformità' sħiħa tal-istqarrijiet tal-prestazzjoni u jieħu l-azzjoni meħtieġa biex jiżgura li l-perjodi ta' żmien jiġu osservati b'mod strett;

viii. Jiffaċilita l-proċess ta' reklutaġġ tal-Ministeru inkluż l-abbozzi, l-ipproċessar u l-ħruġ ta' sejħiet għall-applikazzjonijiet, isegwi l-proċedura meħtieġa kif deskritta u ggwidata minn politiki, regolamenti prevalenti u d-Diviżjoni dwar in-Nies u Standards;

ix. Jassisti fit-tħejjia u l-qsim tad-data, u jikkordina mal-IPS għall-induzzoni ta' impjegati ġodda jew impjegati oħra li jeħtieġu żvilupp wara r-riżultati tal-evalwazzjoni tal-prestazzjoni kif ukoll jikkordina l-orjentazzjoni interministerjali kif meħtieġ;

x. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

xi. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar Status ta'

vi. Assists in the collection of data and research to provide appropriate recommendations to the Permanent Secretary;

vii. Liaise with senior management to ensure implementation and full compliance of performance appraisals and takes the necessary action to ensure that timeframes are adhered to;

viii. Facilitates the Ministry's recruitment process including the drafts, processing, and issuing of calls for applications, follows the necessary procedure as outlined and guided by prevailing policies, regulations and the People and Standards Division.

ix. Assists in the preparation and sharing of data, and coordinates with IPS for the induction of new or other employees who require development following results of performance appraisals as well as coordinates the inter-ministry orientation as necessary;

x. Undertake any other tasks, which the superior may delegate to him/her, as may be required;

xi. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals)

Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi), jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. Fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw bil-Malti u bl-Ingliż.

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fis-Social Policy jew Accountancy jew Public Administration jew Public Management jew Human Resource Management jew Public Policy jew International Relations jew Business Administration jew evidence based management jew kwalifika rikonoxxuta professjonali komparabli f'Livell 6 tal-MQF fl-Accountancy.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, hek kif applikabbli hija aċċetta biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

iv. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra kurrenti tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat. Kwalifika ta' Masters f'Livell 7 tal-MQF, jew ekwivalenti, għandha tinkludi minimu ta' 90 krettu ECTS/ECVETS jew ekwivalenti.*

Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in Maltese and English languages.

AND

iii. in possession of a recognised Bachelors degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Social Policy or Accountancy or Public Administration or Public Management or Human Resources Management of Public Policy or International Relations or Business Administration or evidence based management or a recognised comparable professional qualification at MQF Level 6 in Accountancy.

*A recognised Qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

iv. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements. A Masters qualification at MQF Level 7, or equivalent, must comprise a minimum of 90 ECTS/ECVETS credits or equivalent.*

*Kwalifiki ta' Masters rikonuxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent ta' Masters mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3 Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1(iii) jew kif indikat f'paragrafu 4.2, xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika sal-31 ta' Mejju, 2023. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifka ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(a) Il-perjodu ta' prova u l-intitolament għall-progressjoni (skont il-każ) jibdew jgħoddu mid-data tal-ħatra.

(b) Il-persuni maħtura ma jibbenefikaw minn ebda benefiċċji, sakemm jiksbu l-kwalifika jew ikunu approvati għall-kisba tal-kwalifika indikata, kif imsemmi f'paragrafu 4.1 (iii) jew 4.2.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.5 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.4 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.6 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu

*A recognised Masters qualification with a minimum of 60 ECTS/ECVET is only accepted subject to an MFHEA formal Masters recognition statement being submitted with the application.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.3 Furthermore, candidates who have not yet formally obtained the qualification specified in paragraphs 4.1 (iii) or else as indicated in paragraph 4.2 will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification by the 31st May, 2023. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(a) The probation period and progression entitlement (as the case may be) start to count from date of appointment.

(b) Appointees will not benefit from any allowances until attainment of, or are approved for the indicated qualification referred to in clause 4.1 (iii) and 4.2.

4.4 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.5 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.6 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which

ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.7 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2 Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjonijiet

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni ta', Ministeru għal Anzjanità Attiva permezz tar-Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter

case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.7 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documentation

5.1 Qualifications and experience claimed must be supported by certificates/trancripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Permanent Secretary, Ministry for Active Ageing through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer- generated email

tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottomettu l-applikazzjoni tagħhom.

7.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf). Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

L-indirizz elettroniku tad-Dipartiment huwa (hr.mfaa@gov.mt)

Id-9 ta' Frar, 2023

MINISTERU GĦALL-AGRIKOLTURA, IS-SAJD U D-DRITTIJIET TAL-ANNIMALI

Post ta' Agricultural Officer (Degree)/Agricultural Officer (Diploma) fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

Is-Segretarju Permanenti, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, jilqa' applikazzjonijiet

will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) would not be accepted.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf). These general provisions are to be regarded as an integral part of this call for applications.

The email address of the receiving Department is (hr.mfaa@gov.mt)

9th February, 2023

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

Post of Agricultural Officer (Degree)/Agricultural Officer (Diploma) in the Ministry for Agriculture, Fisheries and Animal Rights

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Agriculture, Fisheries and Animal Rights, invites applications for the

għall-post ta' Agricultural Officer (Degree)/Agricultural Officer (Diploma) fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' tnax-il (12) xahar fil-każ ta' Agricultural Officer (Degree) fi skala ta' Salarju 10 u għal perjodu ta' sitt (6) xhur fil-każ ta' Agricultural Officer (Diploma) fi Skala ta' Salarju 12.

2.2 Is-salarju ta' Agricultural Officer (Diploma) huwa ta' Skala ta' Salarju 12, li fis-sena 2023 huwa ta' €20,270.04 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €22,394.04.

2.3 Persuna fil-grad ta' Agricultural Officer (Diploma) titla' fi Skala ta' Salarju 10 (€23,029.57 x €407.67 - €25,475.59) wara ħames (5) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna fil-grad ta' Agricultural Officer (Diploma) li tikseb first degree rilevanti u rikonoxxuta f'Livell 6 tal-MQF, jew kwalifika rikonoxxuta u kumparabbli, tiġi promossa awtomatikament għall-grad ta' Agricultural Officer (Degree) fi Skala 10 (li fis-sena 2023 huwa ta' €23,029.57 fis-sena, li jiżdied b'€407.67 - €25,475.59) b'effett mill-kisba tal-kwalifika msemmija, u dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Is-salarju ta' Agricultural Officer (Degree) huwa ta' Skala ta' Salarju 10 (li fis-sena 2023 huwa ta €23,029.57 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €25,475.59).

2.6 Persuna fil-grad ta' Agricultural Officer (Degree) titla' fi Skala 9 (li fis-sena 2023 huwa ta' €24,494.79 x €447.33 - €27,178.77) wara sentejn (2) servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.7 Persuna fil-grad ta' Agricultural Officer (Degree) fi Skala 9 tiġi promossa għall-grad ta' Senior Agricultural Officer fi Skala 8 (€26,048.25 x €486.83 - €28,969.23) wara ħames (5) snin servizz fil-grad ta' Agricultural Officer (Degree) fi Skala 9, jew tlett (3) snin jekk ikollha xi kwalifika ta' wara l-gradwazzjoni xierqa u rikonoxxuta f'Livell 7 tal-MQF, dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.8 Il-persuna nnominata tkun intitolata għal benefiċċji oħra u suġġetta għal kundizzjonijiet u obbligi li jkunu imniżżlin fi kwalunkwe ftehim rilevanti bejn il-Gvern ta' Malta u l-union kompetenti.

2.9 Applikazzjonijiet laterali fl-istess grad is the latter mhumiex aċċettabbli.

post of Agricultural Officer (Degree)/Agricultural Officer (Diploma) in the Ministry for Agriculture, Fisheries and Animal Rights.

Terms and Conditions

2.1 This appointment is subject to a probationary period of twelve (12) months in the case of Agricultural Officer (Degree) at Salary Scale 10 and to a probationary period of six (6) months in the case of an Agricultural Officer (Diploma) at Salary Scale 12.

2.2 The salary for the post of Agricultural Officer (Diploma) is Salary Scale 12, which in the year 2023 is equivalent to, €20,270.04 per annum, rising by annual increments of €354 up to a maximum of €22,394.04.

2.3 An Agricultural Officer (Diploma) will progress to Scale 10 (€23,029.57 x €407.67 - €25,475.59) on completion of five (5) years service in the grade, subject to satisfactory performance.

2.4 An Agricultural Officer (Diploma) who obtains a recognised relevant first degree at MQF Level 6, or an appropriate comparable qualification, shall automatically be promoted to the grade of Agricultural Officer (Degree) in Scale 10 (which in the year 2023 is €23,029.57 x €407.67 - €25,475.59), upon obtaining the said qualification, always subject to satisfactory performance.

2.5 The salary for the post of Agricultural Officer (Degree) is Salary Scale 10 (which in the year 2023 is €23,029.57 per annum, rising by annual increments of €407.67 up to a maximum of €25,475.59)

2.6 An Agricultural Officer (Degree) will progress to Scale 9 (which in the year 2023 is €24,494.79 x €447.33 - €27,178.77) on completion of two (2) years service in the grade, subject to satisfactory performance.

2.7 An Agricultural Officer (Degree) in Scale 9 will be promoted to the grade of Senior Agricultural Officer in Scale 8 (€26,048.25 x €486.83 - €28,969.23) on completion of five (5) years service in the grade of Agricultural Officer (Degree) in Scale 9, or three (3) years if in possession of a recognised and appropriate post-graduate qualification at MQF Level 7, subject to satisfactory performance.

2.8 The appointee will be entitled to such other benefits and subject to such other conditions and obligations as maybe stipulated in any pertinent agreement between the Government of Malta and the competent union.

2.9 Lateral applications in the same grade from public officers are not allowed.

2.10 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Agricultural Officer (Degree)/Agricultural Officer (Diploma) jinkludu li:

i. Jipprovdi pariri tekniċi lid-direttur tiegħu u/jew lill-komunità tal-bdiewa;

ii. Jiżviluppa, jimplimenta u jagħmel monitoraġġ fuq programmi ta' riċerka u proġetti filwaqt li jassigura li dawn jiġu implimentati skont l-istandards stabbiliti;

iii. Jiġbor tagħrif u informazzjoni u jikkompilahom għar-reviżjoni minn uffiċjali ogħla sabiex jitħejjew rapporti tekniċi varji, rapporti ta' kull xahar u noti ta' istruzzjoni;

iv. Janalizza liġijiet kurrenti u oħrajn proposti fil-qasam tal-biedja u l-affarijiet rurali, jipprepara rapporti qosra u rakkomandazzjonijiet għal liġijiet ġodda u jżomm indiċi aġġornati ta' regolamenti, linji-gwida u rapporti;

v. Ifassal manwal ta' proċeduri sabiex jitħaddmu skemi ta' għajnuna bbażati fuq ir-Regolamenti tal-UE; jagħti pariri u jsegwi każijiet relatati mal-UE u s-settur tal-Agrikoltura, u jassisti l-bdiewa sabiex japplikaw għall-għajnuna u jdaħħal l-informazzjoni meħtieġa f'sistema kompjuterizzata;

vi. Iwettaq spezzjonijiet u spot checks relatati mal-qasam ta' speċjalizzazzjoni partikolari assenjat u jħejji r-rapporti u jressaq rakkomandazzjonijiet kif meħtieġ;

vii. Jiltaqa' u jikkonsulta ma' persuni interessati u entitajiet b'interess fil-biedja u l-iżvilupp rurali, kif ukoll bdiewa sabiex jiddetermina l-bżonn ta' proġetti/programmi, jikkordina l-iżvilupp ta' pjanijiet, u jindirizza u jħaffef problemi eżistenti jew oħrajn li jistgħu jinqalgħu;

viii. Jassisti lil Principal Agricultural Officer u/jew lis-Senior Agricultural Officer fit-tfassil u l-implimentazzjoni ta' programm għas-sigurtà tal-ħaddiema u tal-post tax-xogħol, li jinkludi l-akkwist tat-tagħmir u t-taħriġ meħtieġ, jissuġerixxi miżuri ta' sigurtà, filwaqt li jiżgura li jittieħdu l-prekawzjonijiet essenzjali;

ix. Jipparteċipa fl-organizzazzjoni ta' fora informattivi/seminars fuq proġetti assenjati u jattendi għal sessjonijiet ta' taħriġ, konferenzi u seminars ta' informazzjoni kemm lokalment jew kif ukoll barra;

2.10 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Duties

3. The job duties for the post of Agricultural Officer (Degree)/Agricultural Officer (Diploma) include:

i. Provides technical advice to his/her director and/or the farming community;

ii. Develops, implements and monitors research programmes and projects whilst ensuring that they are implemented in accordance with set standards;

iii. Collects data and information and compiles it for review by higher officials in the preparation of various technical reports, monthly reports and instruction notes;

iv. Analyses proposed and current legislation on agricultrual and rural affairs matters, prepares summary reports and recommendations for new legislation and maintains an up-to-date index of appropriate regulations, guidelines and reports;

v. Drafts manual of procedures for the operation of aid schemes based on EU Regulations; gives advice and follows up on issues related to EU and agricultural sectors and assists farmers in submitting an aid application and inputs information into IT system;

vi. Carries out inspections and spot checks, related to the particular area of specialisation assigned and prepares reports and forwards recommendations as required;

vii. Meets and consults with stakeholders, entities with an interest in agriculture and rural development, and farmers to determine need for projects/programmes, to cooridnate development of plans and to address and alleviate existing or potential problems;

viii. Assists the Principal Agricultural Officer and/or the Senior Agricultual Officer in the drawing up and implementation of a programme for the safety of workers and premises, including procuring all necessary equipment and training, suggests safety measures and ensures that all essential precautions are taken;

ix. Participates in the organisation of informational fora/seminars on assigned projects and attends training sessions, conferences and information seminars both locally or abroad;

x. Jipparteċipa fl-amministrazzjoni u l-infurzar tal-provvedimenti li joħorġu mil-leġiżlazzjoni rilevanti u minn standards jew linji gwida internazzjonali;

xi. Jipprovdi input regolari fil-programmi komunikattivi tal-Ministeru, inkluż bil-kitba ta' artikli għan-newsletters u f'taħditiet fuq programmi tar-radju u t-televiżjoni;

xii. Imexxi l-ħaddiema li jaħdmu mas-sezzjoni/taqsima tiegħu billi jsegwi mil-qrib l-iżviluppi rilevanti tax-xogħol;

xiii. Kwalunkwe kompitu ieħor li s-superjuri jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

xiv. Iwettaq dmirijiet oħra li jistgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;

xv. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

x. Participates in the administration and enforcement of provisions within related legislation and international standards or guidelines;

xi. Provides regular input to the Ministry's communication programme, including articles for newsletters and talks on radio and television programmes;

xii. Manages any subordinate staff working within his/her section/unit by following relevant work developments closely;

xiii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xiv. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary;

xv. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. Fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw bil-lingwa Maltija u l-lingwa Ingliża;

iii. ikollhom Baċċelerat rikonoxxut f'Livell 6 tal-MQF (suġġett għall minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fl-Agrikoltura;

JEW

iv. ikollhom kwalifika rikonoxxuta f'Livell 5 tal-MQF (suġġett għall minimu ta' 60 krettu ECTS/ECVET jew ekwivalenti*) fl-Agrikoltura.

Applikanti li jgħaddu taħt paragrafu 4.1 (iii) jidħlu direttament fil-grad ta' Agricultural Officer (Degree), filwaqt li applikanti li jgħaddu taħt paragrafu 4.1 (iv) jidħlu fil-grad ta' Agricultural Officer (Diploma). Il-ħatra ssir skont l-ordni tal-mertu finali u skont id-disponibbiltà ta' vakanzi matul il-perjodu ta' validità tar-riżultat.

*Kwalifika rikonoxxuta komparabbli ma' 180/60 krettu, hekk kif applikabli, hija aċċettata biss suġġet għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

iv. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Reverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in the Maltese and English languages;

iii. in possession of a recognised Bachelors qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Agriculture;

OR

iv. in possession of a recognised qualification at MQF Level 5 (subject to a minimum of 60 ECTS/ECVE credits, or equivalent*) in Agriculture.

Successful candidates under paragraph 4.1 (iii) will enter directly into the grade of Agricultural Officer (Degree), whereas successful candidates under paragraph 4.1 (iv) will enter into the grade of Agricultural Officer (Diploma). Appointments on the basis of the final order of merit, will take place subject to availability of vacancies within the validity period of the result.

*A recognised Qualification comparable to 180/60 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

v. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still

fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

4.5 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by the HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.6 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.5 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.7 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.8 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija mija fil-mija (100%) u l-marka li persuna trid iġġib biex tgħaddi hija ħamsin fil-mija (50%)

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, permezz tal-Online Government Recruitment Portal **biss** (https://

4.6 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.5 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.7 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.8 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is hundred per cent (100%) and the pass mark is fifty per cent (50%).

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for Agriculture, Fisheries and Animal Rights, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt).

recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

7.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mingħand l-Assistent Direttur (People Management), Direttorat għas-Servizzi Korporattivi, Agriculture and Research Innovation Hub, Triq l-Ingiered, Ħal Luqa LQA 3300. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (http://agrikoltura.gov.mt) u (humanresources.mafa@gov.mt).

Id-9 ta' Frar, 2023

Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the Assistant Director (People Management), Corporate Services Directorate, Agriculture and Research Innovation Hub, Triq l-Ingiered, Ħal Luqa LQA 3300. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Directorate are (http://agrikoltura.gov.mt) and (humanresources.mafa@gov.mt).

9th February, 2023

MINISTERU GĦALL-AGRIKOLTURA, IS-SAJD U D-DRITTIJIET TAL-ANNIMALI

Post ta' Junior Legal Officer fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Is-Segretarju Permanenti, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, jilqa' applikazzjonijiet għall-post ta' Junior Legal Officer fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' tnax-il (12) xahar.

2.2 Is-salarju ta' Junior Legal Officer huwa ta' Skala ta' Salarju 9, li fis-sena 2023 huwa ta' €24,494.79 fis-sena, li jiżdied b'€447.33 fis-sena sa massimu ta' €27,178.77.

2.3 Persuna fil-grad ta' Junior Legal Officer tiġi promossa għall-grad ta' Legal Officer fi Skala 8 (€26,048.25 x €486.83 - €28,969.23) wara sentejn (2) servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti u wkoll jekk il-persuna ilha tipprattika minn ta linqas tliet (3) snin wara li tkun ġabet il-warrant ta' avukat.

2.4 Persuna fil-grad ta' Legal Officer fi Skala 8 titla' għall-grad ta' Legal Officer fi Skala 7 (€27,697.53 x €531.17 - €30,884.55) wara sitt (6) snin servizz fil-grad ta' Legal Officer fi Skala 8, dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 L-applikanti huma intitolati għal kull benefiċċju ieħor u suġġetti għall-kundizzjonijiet l-oħra skont kif stipulati fil ftehim pertinenti bejn il-Gvern ta Malta u l-union kompetenti.

2.6 L-applikant irid jiżgura li jopera skont il-Kodiċi tal-Etika u sezzjoni 6.2.3 tal-Public Management Code u li ma jistax jagħmel l-ebda forma ta' xogħol barra dak marbut mal-Gvern u li jista' jkollu xi kunflitt ta' interess mal-Gvern u/jew li jista' jwassal għall-kunflitt ta' interess jew ifixkel l-obbligi uffiċjali tiegħu mal-Gvern. Xogħol fis-settur privat għandu bżonn il-permess tas-Segretarju Permanenti.

2.7 Applikazzjonijiet laterali fl-istess grad is the latter mhumiex aċċettabbli.

2.8 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata,

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

Post of Junior Legal Officer in the Ministry for Agriculture, Fisheries and Animal Rights

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Agriculture, Fisheries and Animal Rights, invites applications for the post of Junior Legal Officer in the Ministry for Agriculture, Fisheries and Animal Rights.

Terms and Conditions

2.1 This appointment is subject to a probationary period of twelve (12) months.

2.2 The salary for the post of Junior Legal Officer is Salary Scale 9, which in the year 2023, is €24,494.79 per annum, rising by annual increments of €447.33 up to a maximum of €27,178.77.

2.3 A Junior Legal Officer will be promoted to the grade of Legal Officer in Salary Scale 8 (€26,048.25 x €486.83 - €28,969.23) on completion of two (2) years in the grade of Junior Legal Officer, subject to satisfactory performance and provided that the person has been practising for at least three (3) proven years after obtaining the warrant of lawyer.

2.4 A Legal Officer in Scale 8 will progress to the grade of Legal Officer in Scale 7 (€27,697.53 x €531.17 - €30,884.55) on completion of six (6) years service in the grade of Legal Officer in Salary Scale 8, subject to satisfactory performance.

2.5 The appointee will be entitled to such other benefits and conditions as may be stipulated in any pertinent agreement between the Government of Malta and the competent union.

2.6 The appointee must ensure that s/he operates within the framework of the Code of Ethics and of section 6.2.3 of the Public Management Code, and will not carry any form of work outside the Government employment which maybe against the interest of the Government and/or which may be in conflict of interest or interfere with the performance of his/her official duties with the Government. Private work invariably necessitates the permission of the Permanent Secretary.

2.7 Lateral applications in the same grade from public officers are not allowed.

2.8 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are

sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Junior Legal Officer jinkludu li:

i. Iwettaq xogħol legali skont l-istandards tal-professjoni inkluż li jirrappreċenta lid-Dipartiment u lill-Kap tad-Dipartiment quddiem il-Qrati/Tribunali, skont il-ħtieġa;

ii. Jipprepara u jiffajlja każijiet u jattendi seduti tal-Qorti, kif ukoll spezzjonijiet;

iii. Jipprovdi pariri u assistenza legali lid-Dipartiment fuq kwistijonijiet li jirrikjedu interpretazzjoni/intervent legali;

iv. Jifforma risposti għal ittri legali, ifassal formoli skedati jew avviżi relatati mar-rwol u funzjoni tad-Dipartiment, twissijiet, kwereli u/jew dokumenti oħra legali;

v. Jabbozza liġijiet u regolamenti, inkluż emendi lil-leġiżlazzjoni eżistenti, kif ukoll kuntratti u termini ta' ftehim;

vi. Jassisti fil-formolazzjoni tal-politika u funzjonijiet oħra tad-Dipartiment relatati ma' leġiżlazzjoni, politika u dokumenti oħra sew lokali, tal-UE u internazzjonali;

vii. Iwettaq riċerka legali, analiżi u rapporti fuq materja relatata mal-qasam tad-Dipartiment;

viii. Jikkordina mal-Uffiċċju tal-Avukat Ġenerali/Avukat tal-Istat u dipartimenti oħra kif meħtieġ fuq materja li għandha x'taqsam mad-Dipartiment;

ix. Jattendi laqgħat, konferenzi u seminars f'Malta u barra minn Malta, jirrappreżenta lill-kap tad-dipartiment u/jew rappreżentanti tiegħu/tagħha;

x. Kwalunkwe kompitu ieħor li s-superjuri jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

xi. Iwettaq dmirijiet oħra li jistgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;

xii. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Duties

3. The job duties for the post of Junior Legal Officer include:

i. Performs legal work in accordance with the standards of the profession, including representing the Department and Head of Department before the Courts/Tribunals as necessary

ii. Prepares and files cases, attends court sittings as well as inspections;

iii. Provides legal advice and assistance to the Department on various issues that necessitate legal interpretations/intervention;

iv. Formulates responses to legal letters, drafts official scheduled forms or notices related to the Department's role and function, warning letters, querela and/or other legal documents;

v. Drafts laws and regulations, including amendments to existing legislation as well as contracts and agreements;

vi. Assists in policy formulation and other functions of the Department relating to local, EU and international legislations, policies and other documents;

vii. Carries out legal research, analysis and reports on issues relating to the Department's portfolio;

viii. Liaises with the Office of the Attorney General/State Advocate and other departments as necessary in matters related to the Department;

ix. Attends meetings, conferences and seminars in Malta and abroad, representing the head of department or his/her representative;

x. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xi. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary;

xii. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. Fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. ikunu proficjenti fil-lingwa Maltija u l-lingwa Ingliża;

U

iii. fil-pussess ta' warrant biex jippratika il-professjoni ta' avukat f'Malta.

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. must be proficient in the Maltese and English languages;

AND

iii. in possession of the Warrant to practise the profession of advocate in Malta.

iv. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Reversjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3 Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

iv. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.5 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service ,the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.6 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.5 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.6 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.5 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.7 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.7 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.8 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

4.8 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

Submission of Supporting Documents

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Proċeduri tal-Għażla

6.1 L-applikanti eliġġibli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu addatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hi 100% u l-marka li il-persuna trid iġġib biex tgħaddi hi 50%.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, permezz tal-Online Government Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

7.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
petizzjonijiet dwar ir-riżultat finali;
eżami mediku;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mingħand l-Assistent Direttur (People Management), Direttorat għas-Servizzi Korporattivi, Agriculture Research and Innovation Hub, Triq l-Ingiered,

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.6, have proven relevant work experience .

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for Agriculture, Fisheries and Animal Rights, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

the applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
petitions on the final result;
medical examination;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from the Assistant Director (People Management), Corporate Services Directorate, Agriculture Research and Innovation Hub, Triq l-Ingiered, Ħal Luqa LQA 3300. These

Ħal Luqa LQA 3300. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat li qed jimla l-vakanza huma (http://agrikoltura.gov.mt) u (humanresources.mafa@gov.mt).

Id-9 ta' Frar, 2023

MINISTERU GĦALL-WIRT NAZZJONALI,
L-ARTI U L-GVERN LOKALI

**Post ta' Practioner (Conservator-Restorer)
fil-Ministeru għall-Wirt Nazzjonali,
l-Arti u l-Gvern Lokali**

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Is-Segretarju Permanenti, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, jilqa' applikazzjonijiet għall-post ta' Practitioner I (Conservator-Restorer) fid-Direttorat tar-Restawr fil-Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' tnax-il (12) xahar.

2.2 Is-salarju ta' Practitioner I (Conservator-Restorer) huwa ta' Skala ta' Salarju 10, li fis-sena 2023 huwa ta' €23,029.57 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €25,475.59.

2.3 Persuna fil-grad ta' Practitioner I fi Skala ta' Salarju 10 titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27,178.77 fis-sena 2023) wara sentejn (2) servizz fil-grad ta' Practitioner I fi skala 10, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna fil-grad ta' Practitioner I fi Skala ta' Salarju 9 titla' fi Skala ta' Salarju 8 (€26,048.25 x €486.83 - €28,969.23 fis-sena 2023) wara ħames (5) snin servizz fil-grad ta' Practitioner I fi Skala ta' Salarju 9, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Persuna fil-grad ta' Practitioner I fi Skala ta' Salarju 8 titla' fi Skala ta' Salarju 7 (€27,697.53 x €531.17-€30,884.55 fis-sena 2023) wara tliet (3) snin servizz fil-grad ta' Practitioner I fi Skala ta' Salarju 8, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali ta' 5% tas-salarju bażiku tagħhom, suġġett għall-

general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the Directorate where the vacancy lies are (http://agrikoltura.gov.mt) and (humanresources.mafa@gov.mt).

9th February, 2023

MINISTRY FOR THE NATIONAL HERITAGE,
THE ARTS AND LOCAL GOVERNMENT

**Post of Practitioner I (Conservator-Restorer)
in the Ministry for the National Heritage,
the Arts and Local Government**

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for the National Heritage, the Arts and Local Government, invites applications for the post of Practitioner I (Conservator-Restorer) in the Restoration Directorate within the Ministry for the National Heritage, the Arts and Local Government.

Terms and Conditions

2.1 This appointment is subject to a probationary period of twelve (12) months.

2.2 The salary for the post of Practitioner I (Conservator-Restorer) is Salary Scale 10, which in the year 2023 is equivalent to, €23,029.57 per annum, rising by annual increments of €407.67 up to a maximum of €25,475.59.

2.3 A Practitioner I in Salary Scale 10 will progress to Scale 9 (€24,494.79 x €447.33 - €27,178.77 in 2023) on completion of two (2) years service in the grade of Practitioner I in Salary Scale 10, subject to satisfactory performance.

2.4 A Practitioner I in Salary Scale 9 will progress to Salary Scale 8 (€26,048.25 x €486.83 - €28,969.23 in 2023) on completion of five (5) years service as Practitioner I in Salary Scale 9, subject to satisfactory performance.

2.5 A Practitioner I in Salary Scale 8 will progress to Salary Scale 7 (€27,697.53 x €531.17 - €30,884.55 in 2023) on completion of three (3) years service as Practitioner I in Salary Scale 8, subject to satisfactory performance.

2.6 The selected applicants will also be entitled to an annual allowance of 5% of his/her basic salary subject to

politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.7 L-aċċettazzjoni ta' ħatra f'dan il-grad tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC jew applikazzjonijiet għal pożizzjoni definita meta l-uffiċjal ikkonċernat ikollu ħatra indefinita.

2.8 Applikazzjonijiet laterali minn uffiċjali pubbliċi li diġà għandhom ħatra fl-istess grad li qiegħda tkun reklamata huma permessi biss jekk il-qasam ta' speċjalizzazzjoni tal-post vakanti huwa differenti minn dak tal-applikant u jeħtieġ kwalifika speċifika relatata bħala rekwiżit ta' eliġibbiltà, li l-applikant irid jissodisfa.

a. Persuni maħtura fil-linji maniġerjali/ta' uffiċjal/ prattikanti jridu jkunu servew fil-ħatra attwali tagħhom, u għandhom iservu f'din il-kariga għal minimu ta' sentejn (2) qabel ma japplikaw lateralment. Dan mhuwiex applikabbli għal skopijiet ta' promozzjoni, suġġett għall-kriterji ta' eliġibbiltà pertinenti.

b. L-uffiċjali l-oħra kollha għandhom jiġu kkonfermati fil-ħatra, u għandhom iservu f'dan il-post għal minimu ta' sentejn (2), qabel ma japplikaw lateralment. Din il-kundizzjoni tal-aħħar mhijiex applikabbli għal finijiet ta' promozzjoni.

2.9 Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi limsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor fil-qasam tal-ispeċjalizzazzjoni tagħhom, skont il-postijiet vakanti stabbiliti.

2.10 Ir-riżultat jibqa' validu għal perjodu ta' sentejn (2) mid-data tal-pubblikazzjoni.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Practitioner I (Conservator-Restorer) jinkludu li:

i. Jopera b' konformità' sħiħa mal-Att Dwar il-Patrimonju Kulturali 2002 (u s-sussegwenti emendi relatati mal-Att) u mal-Kodiċi ta' Etika u Linji Gwida ta' Prattika tal-Bord tal-Warrant tar-Restawraturi, Nov. 2019;

ii. Jeżamina s-siti, janalizza l-istat ta' konservazzjoni tal-injam, jipprepara rapporti tekniċi u jippjana programm ta' trattament, jiżgura protezzjoni mid-deterjorament u jiġbor ir-rekords u d-dokumentazzjoni kollha meħtieġa tal-proġetti kollha inkarigati lilu;

Central Administration's policies in force from time to time.

2.7 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

2.8 Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

a. Appointees within the managerial/officer/practitioners streams must have served in their current post, and are to serve in this post, for a minimum of two (2) years before applying laterally. This is not applicable for promotion purposes, subject to the pertinent eligibility criteria.

b. All other officers must be confirmed in appointment, and are to serve in this post for a minimum of two (2) years, before applying laterally. The latter condition is not applicable for promotion purposes.

2.9 It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred at own request to carry out duties elsewhere in their area of specialisation, in accordance with established vacancies.

2.10 The result will be valid for a period of two (2) years from the date of publication.

Duties

3. The job duties for the post of Practitioner I (Conservator-Restorer) include:

i. Operates in full compliance with the Cultural Heritage Act 2002 (and its related subsequent amendments) and with the Code of Ethics and Guidelines of Practice of the Bord tal-Warrant tar- Restawraturi, Nov. 2019;

ii. Examines sites, analyses the state of conservation of wood, prepares technical reports, and plans programme of treatment, ensures protection from deterioration and compiles all necessary records and documentation of all projects in his care;

iii. Jagħti pariri dwar miżuri ta' konservazzjoni preventiva, jissuġġerixxi investigazzjonijiet xjentifiċi, iħejji tenders għal dawn l-investigazzjonijiet u jgħin fl-interpretazzjoni ta' tali analiżi;

iv. Jissorvelja u jiggwida lill-ħaddiema tad-Direttorat f'xogħol ta' konservazzjoni fuq l-injam, imexxi grupp ta' tekniċi kif u meta jkun meħtieġ;

v. Jissorvelja xogħlijiet imwettqa minn ħaddiema tad-Direttorat jew ta' kuntrattur privat bil-ħsieb li jiġi mmonitorjat il-progress tax-xogħlijiet kontra skadenzi ta' żmien, il-kwalità tax-xogħol u l-iffrankar possibbli tal-ispejjeż;

vi. Iħaddem tagħmir fl-esekuzzjoni ta' dmirijiet marbuta mal-konservazzjoni;

vii. Jagħmel riċerka u xogħol fuq il-post kif ordnat, jgħin fil-promozzjoni ta' xogħlijiet ta' restawr imwettqa, inkluż xogħol ta' esibizzjoni, jipparteċipa f'lectures u dimostrazzjonijiet;

viii. Iżomm ruħu infurmat u aġġornat dwar il-prattika ta' konservazzjoni/restawr relatata mal-ispeċjalizzazzjoni tiegħu;

ix. Jikkollabora mill-qrib ma' professjonisti oħra;

x. Jassigura li jitħarsu f'kull waqt l-istandards tas-Saħħa u Sigurtà;

xi. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu, kif jista' jkun meħtieġ;

xii. Kwalunkwe dmir ieħor kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

iii. Advises on preventive conservation measures, recommends scientific investigations, prepares tenders for such investigations and aids in the interpretation of such analyses;

iv. Supervises and guides the Directorate workforce in wood conservation work, leading a group of technicians as and when necessary;

v. Monitors works carried out by direct labour or through a private contractor with a view to monitor the progress of works against time frames, the quality of the work and the possible cost savings;

vi. Operates equipment in the execution of conservation duties;

vii. Undertakes research and fieldwork as directed, assists in promoting restoration works carried out, including exhibition work, participating in lectures and demonstrations;

viii. Keeps oneself informed and up-to-date on conservation practice relating to one's specialisation;

ix. Works in close collaboration with other professionals;

x. Ensures Health and Safety standards are applied/adhered to at all times;

xi. Undertakes any other tasks which the superior may delegate to him/her, as may be required;

xii. Any other duties as directed by the Principal Permanent Secretary.

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. Fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan l-Aġenzija Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw bil-lingwa Maltija u l-lingwa Ingliża;

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET, jew ekwivalenti*) fil-Conservation and Restoration studies.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, hekk kif applikabbli hija aċċetta biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MFHEA li tiġi sottomessa mal-applikazzjoni.

U

iv. ikollhom warrant maħruġa mill-Bord tal-Warrant tar-Restawraturi biex jipprattikaw il-professjoni ta' Conservator-Restorer fil-qasam tal-ispeċjalizzazzjoni fl-injam.

v. Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in the Maltese and English languages;

iii. in possession of a recognised Bachelors degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in Conservation and Restoration Studies.

*A recognised Qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MFHEA formal recognition statement being submitted with the application.

AND

iv. in possession of a Warrant issued by the Restorer's Warrant Board to practise the profession of Conservator-Restorer with area of specialisation in wood.

v. Public officers applying for this post must be confirmed in their current appointment, unless the current appointment

ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat.

(ii) Barra minn hekk, kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(iii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet.

4.3. Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 jew kif indikat f'paragrafu 4.2, xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati għat-tali kwalifika sal-31 ta' Mejju, 2023. Jekk jintgħażlu, dawn il-kandidati għandhom jipproduċu l-kwalifika indikata qabel il-ħatra. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(a) Il-perjodu ta' prova u l-intitolament għall-progressjoni (skont il-każ) jibdew jgħoddu mid-data tal-ħatra.

(b) Il-persuni maħtura ma jibbenefikaw minn ebda benefiċċji, sakemm jiksbu l-kwalifika jew ikunu approvati għall-kisba tal-kwalifika indikata, kif imsemmi f'paragrafu 4.1 jew 4.2.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Fil-każ ta' applikanti li diġà qegħdin fis-Servizz Pubbliku ta' Malta, il-GP 47 għandu jintalab mill-HR Unit tal-ministeru/dipartiment li joħroġ is-sejħa għall-applikazzjonijiet mingħand id-Direttur responsabbli għall-HR fejn l-applikanti jkunu qed iservu, filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Pulizija jew awtorità kompetenti oħra mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni u jiddikjaraw jekk qatt kinux fis-Servizz tal-Gvern, u jagħtu d-dettalji.

4.5 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.5 hawn fuq, mhux biss sal-ħin u

is in a different class/career stream or in a definite position. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.3 Furthermore, candidates who have not yet formally obtained the qualification specified in paragraphs 4.1(iii) will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification by the 31st May, 2023. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(a) The probation period and progression entitlement (as the case may be) start to count from date of appointment

(b) Such appointees will not benefit from any allowances until attainment of, or are approved for the indicated Eligibility requirements qualification referred to in clause 4.1(iii) and 4.2

4.4 Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by the HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service must produce a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

4.5 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.5 above, not only by the

d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.6 L-applikanti huma obbligati li jinfurmaw immedjatament lill-bord tal-għażla (jekk ir-riżultat għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant), jew lill-HR Unit tal-ministeru/dipartiment minn fejn inħarġet is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni sad-data tal-għeluq, jew hekk kif jiġu msejħa għall-ħatra bħala riżultat ta' din is-sejħa għall-applikazzjonijiet, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla għandu jitlob lill-kandidat jiddikjara kull bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

4.7 L-applikanti prospettivi għandhom jaraw id-dispożizzjonijiet ġenerali marbuta ma' din is-sejħa għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MFHEA, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tar-Recruitment Portal (https://recruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.5, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, 35, Triq l-Ifran, Il-Belt Valletta, permezz tal-Online Government

closing time and date of this call for applications but also on the date of appointment.

4.6 Applicants are obliged to immediately inform the selection board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry/department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the selection board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

4.7 Prospective applicants should note the requirement to produce MFHEA recognition statements in respect of their qualifications from MFHEA, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of Supporting Documents

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.5, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for the National Heritage, the Arts and Local Government, through the Recruitment Portal **only** (https://recruitment.gov.mt).

Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 24 ta' Frar, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded permezz tal-portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 24th February, 2023. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

7.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar tletin (30) minuta biex jissottemettu l-applikazzjoni tagħhom.

7.2 It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

7.3 Applikazzjonijiet li jaslu wara d-data u l-ħin tal-għeluq (i.e. applikazzjonijiet tard) ma jiġux aċċettati.

7.3 Applications which are received after closing date and time (i.e. late applications) are not allowed.

7.4 L-applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-notifika, liema tiġi l-aħħar, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

7.4 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the latter, to submit any incorrect or incomplete or missing documents.

Dispożizzjonijiet Ġenerali Oħra

8. Dispożizzjonijiet ġenerali oħra dwar din is-sejħa għall-applikazzjonijiet, b'referenza partikolari għal:

Other General Provisions

8. Other general provisions concerning this call for applications, with particular reference to:

benefiċċji applikabbli, kundizzjonijiet u regoli/regolamenti;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

aċċess għall-formola tal-applikazzjoni u dettalji relatati;
żamma ta' dokumenti,

jistgħu jiġu aċċessati permezz tas-sit elettroniku tad-Diviżjoni dwar Nies u Standards (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsMT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi, 35, Triq l-Ifran, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

applicable benefits, conditions and rules/regulations;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be viewed by accessing the website of the People and Standards Division (https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf) or may be obtained from Corporate Services Directorate, 35, Triq l-Ifran, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (www.mhal.gov.mt) u (hr.mhal@gov.mt).

The website address and email address of the receiving Directorate are (www.mhal.gov.mt) and (hr.mhal@gov.mt).

Id-9 ta' Frar, 2023

9th February, 2023

AĠENZIJA NAZZJONALI TAL-LITTERIŻMU

Sejħa għal Tuturi tal-Programm Nwar Part-time mal-Aġenzija Nazzjonali tal-Litteriżmu

Numru tal-Permess tal-Jobsplus 660/2022 (it-tieni sejħa)

L-Aġenzija Nazzjonali tal-Litteriżmu qiegħda tilqa' applikazzjonijiet għal tuturi tal-Programm Nwar part-time.

Sad-data tal-għeluq ta' din is-sejħa, l-applikanti jrid ikollhom dawn ir-rekwiżiti:

1. Kwalifika universitarja rikonoxxuta ta' għalliem/a ta' Livell 6 tal-MQF, jew ekwivalenti jew ogħla JEW Diploma in Facilitating Inclusive Education ta' Livell 5 tal-MQF (60 ECTS/ECVET), jew ekwivalenti, jew ogħla; U

2 . Ikunu temmew b'suċċess il-kors tal-IfE Foundations of a Family Literacy Intervention Programme (Award)*. It-tlestija b'suċċess tal-Kors ta' Taħriġ fil-Metodoloġija tal-Programm tal-Litteriżmu Nwar jew tal-kors ta' Taħriġ għall-Għalliema fit-Tagħlim tal-Ħiliet Bażiċi tad-DQSE jew Diploma fil-Litteriżmu jew ekwivalenti jew ogħla, jiġu aċċettati wkoll, iżda jista' jkun meħtieġ taħriġ ulterjuri; U

3. Minimu ta' tliet (3) snin esperjenza fil-qasam relatat; U

4. Ħakma tajba tal-Malti u l-Ingliż miktuba u mitkellma. Preferibbilment, din tkun evidenzjata b'ċertifikati fil-Livell MQF 3 fil-Malti u fl-Ingliż ta' Grad 1-5/A-C, jew ekwivalenti, jew ogħla.

*Applikanti li bħalissa qegħdin itemmu l-kors tal-IfE Foundations of a Family Literacy Intervention Programme (Award) jistgħu japplikaw ukoll.

Aktar dettalji dwar ir-rwol u l-kundizzjonijiet tal-impjieg jinkisbu minn (www.education.gov.mt/nla), jew permezz ta' ittra elettronika lil (nlarecruitment@ilearn.edu.mt), jew bin-numru tat-telefown 2598 3325.

Il-kandidati għandhom jibagħtu ittra ta' applikazzjoni flimkien mal-kwalifiki u l-esperjenzi fil-format tal-European Curriculum Vitae, kopja taċ-ċertifikati rilevanti tagħhom, ċertifikat tal-kondotta riċenti maħruġ mill-Pulizija u l-lista tax-xogħol li għamlu tul ħajjithom mill-Jobsplus, permezz ta' ittra elettronika lil (nlarecruitment@ilearn.edu.mt), jew bil-posta rreġistrata lil: Reklutaġġ, L-Aġenzija Nazzjonali tal-Litteriżmu, Iċ-Ċentru Nazzjonali tal-Kurrikulu, Triq Ġużè Abela Scolaro, Il-Ħamrun HMR 1304, sa mhux aktar tard mill-Ġimgħa, 24 ta' Frar, 2023, f'nofsinhar.

Applikazzjonijiet bil-posta għandhom jintbagħtu rreġistrati u kmieni biżżejjed biex jaslu qabel id-data

NATIONAL LITERACY AGENCY

Call for Part-time Nwar Tutors within the National Literacy Agency

Jobsplus Permit Number 660/2022 (second call)

The National Literacy Agency is seeking to recruit part-time Nwar tutors.

Applicants must fulfil the following eligibility criteria by the closing date:

1. A recognised teaching degree at MQF Level 6 or equivalent or higher, OR a Diploma in Facilitating Inclusive Education at MQF Level 5 (60 ECTS/ECVET), or equivalent or higher; AND

2. Successful completion of the IfE Foundations of a Family Literacy Intervention Programme (Award)*. Successful completion of the Nwar Training Course or DQSE Basic Skills Training Certificate or Diploma in Literacy or equivalent or higher is also accepted, but upskilling may be required; AND

3. A minimum of three (3) full years' experience in the related field; AND

4. Fluency in written and spoken Maltese and English. Preferably this is evidenced by means of MQF Level 3 in Maltese and English (SEC (Grade 1 to 5) or GCE Ordinary Level (Grade A to C)), or equivalent or higher.

*Candidates who are currently finishing the IfE Foundations of a Family Literacy Intervention Programme (Award) can also apply.

A detailed job description, including conditions of employment, can be obtained from (www.education.gov.mt/nla), by an email to (nlarecruitment@ilearn.edu.mt), or by telephone number 2598 3325.

Candidates should submit their letter of application, together with a summary of qualifications and experience in a European Curriculum Vitae Format, a copy of their relevant scanned certificates, a valid police conduct certificate and their Jobsplus employment history, by email to (nlarecruitment@ilearn.edu.mt), or by registered post to: Recruitment, National Literacy Agency, NCC, Triq Ġużè Abela Scolaro, Ħamrun HMR 1304, by not later than Friday 24th February, 2023, at noon.

Applications by post should be sent by registered mail, allowing sufficient time to ensure delivery by the above

tal-għeluq. L-applikanti jiġu mgħarrfa li tkun waslet l-applikazzjoni fi żmien sebat ijiem. Applikazzjonijiet li jaslu tard ma jiġux ikkunsidrati.

Id-9 ta' Frar, 2023

MINISTERU GĦALL-EDUKAZZJONI, L-ISPORT, IŻ-ŻGĦAŻAGĦ, IR-RIĊERKA U L-INNOVAZZJONI

Kuntratt għal Servizz – Għalliema għall-'Welcome Course for Families' fil-Proġett *Language Learning and Parental Support for Integration PLUS* – LLAPSI +

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

Il-Welcome Course for Families hija inizjattiva organizzata mill-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni (MEYR) permezz tal-proġett Language Learning and Parental Support for Integration PLUS – LLAPSI+ (MT/2016/AMIF/4.01) sabiex joffri appoġġ lil familji Ukreni li għadhom kif jaslu Malta.

Il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni jilqa' applikazzjonijiet minn persuni interessati li joffru s-servizzi tagħhom fuq bażi ta' 'Kuntratt għal Servizz' bħala Għalliema għall-'Welcome Course for Families' fil-proġett Language Learning and Parental Support for Integration PLUS (MT/2016/AMIF/4.01) – LLAPSI+ li huwa parzjalment iffinanzjat mill-Fond għall-Ażil, il-Migrazzjoni u l-Integrazzjoni.

L-applikanti jkunu mistennija li jipprovdu sa sitta u tletin (36) siegħa ta' servizz fix-xahar bejn l-1 ta' Marzu, 2023 u t-30 ta' Ġunju, 2023, li jista' jiġi mġedded għal perjodi oħra. Ir-rimunerazzjoni tkun dik ta' €11.65 (VAT eskluża) fis-siegħa. Ir-rata tinkludi l-preparazzjoni u l-loġistika involuta fil-provediment tas-sessjonijiet.

Id-dmirijiet ta' Għalliem għall-'Welcome Course for Families' jinkludu li:

i. Jgħallem is-suġġett/i assenjat/i taħt il-gwida tal-Migrant Learners' Unit, prinċipalment l-Ingliż u/jew il-Malti bħala lingwa barranija;

ii. Jassisti fl-implimentazzjoni tal-programm/i u fir-reviżjoni tal-istess programm/i permezz ta' statistika, rekord tax-xogħol, u informazzjoni oħra mitluba, skont ix-xogħol meħtieġ;

iii. Jipparteċipa b'mod attiv f'taħriġ kontinwu u ppjanar organizzat mill-Migrant Learners' Unit fi ħdan id-Direttorat;

deadline. Applications will be acknowledged in writing within seven days. Late applications will not be considered.

9th February, 2023

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Contract for Service – Tutor for the 'Welcome Course for Families' under the Language Learning and Parental Support for Integration PLUS – LLAPSI+ Project

Nomenclatures denoting the male gender include also the female gender

The Welcome Course for Families is an initiative organised by the Ministry for Education, Sport, Youth, Research and Innovation (MEYR) through the project Language Learning and Parental Support for Integration PLUS – LLAPSI+ (MT/2016/AMIF/4.01) to support newly arrived Ukrainian families in Malta.

The Ministry for Education, Sport, Youth, Research and Innovation notifies that applications are being received from interested persons willing to provide their services on a 'Contract for Service' basis as Tutor for the 'Welcome Course for Families' within the Language Learning and Parental Support for Integration PLUS Project (MT/2016/AMIF/4.01) – LLAPSI+ which is part-financed by the Asylum, Migration and Integration Fund (AMIF).

Applicants will be required to provide up to thirty-six (36) hours of service per month between 1st March, 2023 and 30th June, 2023, which may be renewed for further periods. Remuneration will be €11.65 (excluding VAT) per hour. The rate is inclusive of preparation and logistics involved in the delivering the sessions.

The duties of a Tutor for the Welcome Course for Families shall include:

i. Teaching of the subject/s assigned based on the guidance of the Migrant Learners' Unit, namely English and/or Maltese as a foreign language;

ii. Assisting in programme implementation and reviews by providing the necessary statistics, record of work and other information requested related to appointed tasks;

iii. Actively participating in on-going training and planning opportunities organised by the Migrant Learners' Unit within the Directorate;

iv. Jikkontribwixxi għall-iżvilupp tal-korsijiet billi jaħdem mill-qrib mal-Uffiċjal Edukattiv u mal-Kordinatur tal-Kors fl-iżvilupp tal-għanjiet tat-tagħlim tal-kors, tar-riżorsi u tal-għodda ta' assessjar;

v. Jaħdem mill-qrib mal-Uffiċjal Edukattiv u mal-Kordinatur tal-Kors sabiex jiġu żviluppati u implimentati mezzi effettivi li jimmotivaw u jgħinu lill-istudenti;

vi. Jassisti lill-Migrant Learners' Unit fi programm ta' riċerka, implimentazzjoni u evalwazzjoni;

vii. Josserva prattiki tax-xogħol stabbiliti filwaqt li jagħti sehmu fl-iżvilupp kontinwu ta' dawn il-prattiki;

viii. Jieħu sehem attiv fil-proċess ta' assessjar kontinwu għall-istudenti li qegħdin jitgħallmu u jżomm rekord tax-xogħol professjonali li jkun qiegħed isir;

ix. Jaħdem mill-qrib ma' edukaturi oħra tal-kors involuti fit-tagħlim ta' korsijiet simili sabiex jinstabu mezzi effettivi biex:

jidentifika u jilħaq il-bżonnijiet tal-istudenti,

jassigura standardizzazzjoni u kwalità tat-tagħlim;

x. Jara li l-apparat fl-iskola/ċentru jinżamm fi stat tajjeb (jekk applikabbli);

xi. F'każ li l-Migrant Learners' Unit tiddeċiedi li tipprovdi dawn il-korsijiet online, l-għalliem irid jieħu l-miżuri neċessarji sabiex jipprovdi s-servizzi b'mod remot skont ma jkun rikjest mill-istess Unit.

xii. Dmirijiet oħra li jistgħu jiġu assenjati mis-Segretarju Permanenti (MEYR) u/jew mir-rappreżentant tiegħu/tagħha;

xiii. Dmirijiet oħra skont l-esiġenzi tas-Servizz Pubbliku, kif mitluba mis-Segretarju Permanenti Ewlieni.

Kriterji ta' Eliġibbiltà

L-applikanti għandhom ikunu:

i) kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża;

ii) fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF fis-suġġett/qasam li qed japplika għalih, jew kwalifika professjonali komparabbli.

iii) fil-pussess ta' Warrant tal-Għalliema validu maħruġ mill-Kunsill tal-Professjoni tal-Għalliema taħt l-artiklu 24(2) tal-Att dwar l-Edukazzjoni.

iv. Contributing to the development of courses by working closely with the Education Officer and Course Coordinator in developing the learning outcomes of the course, resources and assessment tools as needed;

v. Working closely with the Education Officer and Course Coordinator to develop and implement effective approaches to motivate and support learners;

vi. Assisting the Migrant Learners' Unit in programme research, implementation and review;

vii. Adhering to established working procedures while contributing to the on-going development of such;

viii. Taking an active part in the continuous assessment of learners and recording outcomes of such professional intervention;

ix. Working closely with other Course Educators involved in the delivery of similar courses in order to identify effective modalities for:

Identifying and meeting the learner's needs,

Ensuring standardisation and quality of learning;

x. Caring for equipment available in the school/centre (if applicable);

xi. In the eventuality that the Migrant Learners' Unit decides to provide these courses online, provisions shall need to be made by the tutor to offer services remotely as requested by the same Unit.

xii. Performing any other duties assigned by the Permanent Secretary (MEYR) and/or his representative;

xiii. Performing any other duties according to the exigencies of the Public Service, as directed by the Principal Permanent Secretary.

Eligibility Criteria

Applicants should be:

i) able to communicate in the Maltese and English languages;

ii) in possession of a recognised qualification at MQF level 4 in the subject/area applied for or a professional comparable qualification;

iii) in possession of a valid Teacher's Warrant issued by the Council for the Teaching Profession (CTP) under article 24(2) of the Education Act.

Applikanti eliġibbli jkunu mitluba joqogħdu għal intervista u jippreżentaw iċ-ċertifikati oriġinali meta rikjesti, flimkien ma' Service and Leave Record Form (GP 47) jekk qegħdin fis-Servizz Pubbliku jew ċertifikat tal-kondotta tal-Pulizija jew ekwivalenti maħruġ minn awtorità kompetenti.

Ittra ta' applikazzjoni flimkien ma' Service and Leave Record Form (GP47) aġġornata, jew ċertifikat ta' kondotta maħruġ mill-Pulizija jew xi awtorità kompetenti oħra sa mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni flimkien ma' ġabra ta' kwalifiki fil-format ta' Curriculum Vitae għandhom jiġu sottomessi lill-Migrant Learners' Unit, permezz tal-Recruitment Portal tal-Edukazzjoni **biss** (https://edurecruitment.gov.mt) sa mhux aktar tard minn nofsinhar (Ħin Ċentrali Ewropew) tal-Ħamis, 23 ta' Frar, 2023.

Aktar informazzjoni dwar servizzi speċifiċi u kundizzjonijiet jista' jinkisbu permezz ta' ittra elettronika lil (mlu.meyr@gov.mt), jew permezz tan-numru tat-telefown 2598 1584.

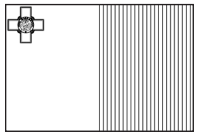
Id-9 ta' Frar, 2023

Eligible applicants will be required to sit for an interview and are to present their original certificates upon request, together with their Service and Leave Record Form (GP 47) if already in the Public service or a valid Police conduct certificate or equivalent issued by a competent authority.

A covering letter, together with an updated Service and Leave Record Form (GP 47) or a certificate of conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and a summary of qualifications in the Curriculum Vitae Format are to be submitted to the Migrant Learners' Unit through the Online Education Recruitment Portal **only** (https://edurecruitment.gov.mt) by not later than noon (Central European Time) of Thursday, 23rd February, 2023.

Further enquiries about specific services required and conditions can be obtained by email to (mlu.meyr@gov.mt) or by telephone number 2598 1584.

9th February, 2023



Fond għall-Ażil, il-Migrazzjoni u l-Integrazzjoni 2014-2020
Dan il-proġett huwa parzjalment iffinanzjat mill-Unjoni Ewropea
Rata ta' kofinanzjament: 75% Fondi UE 25% Fondi mill-Benefiċjarju
Ġestjoni Sostenibbli ta' Migrazzjoni



Asylum, Migration and Integration Fund 2014-2020
This project is part-financed by the European Union
Co-financing rate: 75% EU Funds 25% Beneficiary Funds
Sustainable Management of Migration Flows

KUNSILL REĠJONALI LVANT

Full-time Clerk
(Clerk – Scale 15)

Permess tal-Jobsplus: 97/2023

Il-Kunsill Reġjonali Lvant qed ifittex biex jimpjega Clerk fuq bażi full-time.

Ir-Rekwiżi kif mniżżla fir-Regolamenti għar-Riżorsi Umani:

Ħames suġġetti differenti fil-Livell Ordinarju (minimu ta' Livell Ordinarju jgħaddi fi Grad Ċ jew ekwivalenti), li għandha tinkludi l-Malti, l-Ingliż u l-Matematika.

Applikanti interessati għandhom jibagħtu s-CV tagħhom u kopja taċ-ċertifikati bil-posta jew permezz ta' ittra elettronika lil (regjun-lvant.dlg@gov.mt) mhux aktar tard mil-Ġimgħa, 24 ta' Frar, 2023, f'nofsinhar.

Id-9 ta' Frar, 2023

EASTERN REGIONAL COUNCIL

Full-time Clerk
(Clerk – Scale 15)

Jobsplus Permit Number: 97/2023

The Eastern Regional Council is seeking to recruit a Clerk on a full-time basis.

Requirements as listed in the Human Resources Regulations:

Five different subjects at Ordinary Level (a minimum of 'O' Level passes in Grade C or equivalent) which shall include Maltese, English and Mathematics.

Interested applicants should send their CV and a copy of the certificates by post or by email to (regjun-lvant.dlg@gov.mt) by not later than Friday, 24th February, 2023, at noon.

9th February, 2023

KORPORAZZJONI GĦAR-RIĠENERAZZJONI TAL-PORT IL-KBIR PLC

Lista ta' offerti, kwotazzjonijiet u varjazzjonijiet mogħtija mill-Korporazzjoni għar-Rigenerazzjoni tal-Port il-Kbir plc matul il-perjodu bejn l-1 ta' Lulju, 2021 u l-31 ta' Dicembru, 2021, ippubblikata skont l-Artikolu 111 (2) tar-Regolamenti dwar il-Kuntratti Pubbliċi (LN 352/2016) u ċ-Ċirkulari 02/2017 tat-23 ta' Jannar, 2017, maħruġa mid-Dipartiment tal-Kuntratti.

GRAND HARBOUR REGENERATION CORPORATION PLC

List of tenders, quotations and variations awarded by the Grand Harbour Regeneration Corporation plc during the period between 1st July, 2021 to 31st December, 2021, published in terms of Article 111 (2) of the Public Procurement Regulations (LN 352/2016) and of Circular 02/2017 of 23rd January, 2017, issued by the Department of Contracts.

Id-9 ta' Frar, 2023

9th February, 2023

Offerti/*Tenders*

Numru ta' referenza tal-Offerta *Tender Reference Number*	Isem tal-Offerta/Suġġett tal-Offerta *Tender Name/Subject of Tender*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's Name*	Valur tal-Kuntratt eskluża l-VAT *Contract Value Excl. VAT*
GHRC/004/2021-KLK	Embelishment of Kalkara Waterfront (Civil Works) including Ornamental Plants and Trees, automatic Irrigation System and Environmentally Friendly Gardening Services	16.08.21	SB Marine Works	€4,962,139.13
GHRC/005/2021-MXT	Tender for the Upgrading (including maintenance works on facades) of Carmelite Street, Bounty Street and St Anne Street, Valletta	18.08.21	JJ Gauci Granite Ltd	€342,071.91
GHRC/009/2021-MXT	Works – Tender for the Upgrading (including trenchworks) of pavements at Marsamxett Road and St Sebastian Road, Valletta	19.10.21	BAVA Holdings Ltd	€682,492.69
GHRC/008/2021-MLL	Re-issue Works, Design, Supply and Installation of CCTV System including Energy Efficient CCTV PCs and Monitors at the Mall Garden at Floriana	29.10.21	G4S Security	€19,705.95
GHRC/010/2021-KLK	Works – Tender for Coring and Testing of Ground at Kalkara	29.10.21	EcoServ Ltd	€11,150.00

Kwotazzjonijiet/*Quotations*

Numru ta' referenza tal-Kwotazzjoni *Quotation Reference Number*	Isem tal-Kwotazzjoni/Suġġett tal-Kwotazzjoni *Quotation Name/Subject of Quotation*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's Name*	Valur tal-Kuntratt eskluża l-VAT *Contract Value Excl. VAT*
GHRC/010/2021-Q	Call for Quotation fo Rendering Works at Palazzo Zondadori	16.09.21	Abdul Mohammed	€8,502.00
GHRC/012/2021-Q	Call for Quotation for Supply, Delivery and Planting of *Washingtonia robusta*	26.11.21	Callus Garden Centre	€7,313.00

Varjazzjonijiet/*Variations*
(Variations exceeding the original contract value by more than 5%)

Numru ta' Referenza tal-Kuntratt *Contract Reference Number*	Isem tal-Kuntratt/ Suġġett tal-Kuntratt *Contract Name/ Subject of Contract*	Data Approvata *Approval Date*	Isem il-Kuntrattur *Contractor's Name*	% tal-Varjazzjoni mill-Valur Oriġinali tal-Kuntratt *% Variation from Original Contract Value*	Valur Oriġinali tal-Kuntratt Eskluża l-VAT *Original Contract Value Excl. VAT*	Varjazzjoni f'€ Eskluża l-VAT *Variation in € Excl. VAT*	Valur Finali tal-Kuntratt Eskluża l-VAT *Final Contract Value Excl. VAT*
GHRC/024/ 2018-MXT	Tender for the restoration, finishing and M&E works including Environmentally friendly paint at 34, Old Mint Street, Valletta	26.05.21	XS Restoration	26.70%	1,173,317.46	313,671.60	1,486,989.06
GHRC/006/ 2021-MXT	Tender for the Demolition of Existing Arched Bridges to be Replaced with WPC Woods and Steel Structures, Fountain Street, Marsamxett, Valletta (Re-issue)	18.11.21	JV 12 Mix	10.00%	410,474.00	41,075.86	451,549.86

MALTA LIBRARIES

Lista ta' offerti, direct orders u kwotazzjonijiet mogħtija mill-1 ta' Lulju, 2022 sal-31 ta' Diċembru, 2022, skont l-Artiklu 20 (2) tar-Regolamenti tal-Kuntratti Pubbliċi tal-2010 u skont l-istruzzjonijiet maħruġa miċ-Ċirkulari MFEI 12/2021 datata 25 ta' Ġunju, 2021.

Offerti
No Tenders Awarded

Direct Orders
Servizzi ta' klassifikazzjoni u kkatalogjar – Malta Libraries

Quotations
Fire extinguishers għas-servizz – Refill kif neċessarju

Id-9 ta' Frar, 2023

MALTA LIBRARIES

List of tenders, direct orders and quotations awarded for the period between 1st July, 2022 and 31st December, 2022, published in accordance with Article 20 (2) of the Public Contract Regulations of 2010 and in accordance with the instructions issued through Circular 12/2021 dated 25th June, 2021.

Tenders
No Tenders Awarded

Direct Orders
Classification and Cataloguing Services – Malta Libraries

Quotations
Fire extinguishers for Service – Refill as Necessary

9th February, 2023

PROJECTS PLUS

Lista ta' direct orders mogħtija minn Projects Plus Ltd matul il-perjodu bejn l-1 ta' Lulju, 2021 sal-31 ta' Diċembru, 2021, ippubblikata skont l-Artikolu 111 (2) tar-Regolamenti dwar il-Kuntratti Pubbliċi (LN 352/2016) u ċ-Ċirkolari 02/2017 tat-23 ta' Jannar, 2017, maħruġa mid-Dipartiment tal-Kuntratti.

Id-9 ta' Frar, 2023

Direct Orders

Nru.	Numru ta' referenza tal-Direct Order	Isem tad-Direct Order/Suġġett tal-Direct Order	Data tal-Għotja	Isem tal-Kuntrattur	Valur tal-Kuntratt eskluża l-VAT
No.	*Direct Order Reference Number*	*Direct Order Name/Subject of Direct Order*	*Approval Date*	*Contractor's Name*	*Contract Value Excl. VAT*
1	DO/20/2021	Data Network Laying and Termination for Projects Plus Offices	14/9/2021	Conversa	€6,746.80

KUNSILL LOKALI L-MARSA

Sospensjoni ta' Traffiku u Parkeġġ

Il-Kunsill Lokali l-Marsa jgħarraf lill-pubbliku li nhar il-Ħamis, 16 ta' Frar, 2023, it-toroq imsemmija se jkunu parzjalment magħluqa mill-5.00 p.m. sal-11.00 p.m.: parti minn Triq Isouard, parti minn Triq il-Kunċizzjoni, Triq Patri Magri, parti minn Triq il-Marsa, Triq il-Farfett, Triq San Tumas, Triq Antonio Doublet, Triq iċ-Ċentru Ewkaristiku u parti minn Triq Zerafa.

Il-parkeġġ fiż-żona msemmija se jkun ristrett.

Id-9 ta' Frar, 2023

KUNSILL LOKALI SAN ĠWANN

Sospensjoni ta' Traffiku u Parkeġġ

Il-Kunsill Lokali San Ġwann jgħarraf li nhar it-Tnejn, 20 ta' Frar, 2023, mit-3.00 p.m. sat-8.00 p.m., Triq il-Kappella, il-parti bejn Vjal ir-Rihan u Triq il-Pepprin, se tkun magħluqa għat-traffiku u ħadd ma jista' jipparkja. Ħadd ma jista' jipparkja f'Misraħ Lourdes mis-7.00 a.m. sat-8.00 p.m.

Id-9 ta' Frar, 2023

AWTORITÀ TAL-ARTIJIET

L-Uffiċjal Kap Eżekuttiv, Awtorità tal-Artijiet, jgħarraf li:

Offerti ssiġillati għall-avviżi li ġejjin għandhom jintefgħu fil-kaxxa tal-offerti tal-Awtorità tal-Artijiet, Berġa tal-Baviera, Il-Belt Valletta, sal-10.00 a.m. tal-Ħamis, 23 ta' Frar, 2023.

Avviż Nru. 5. Kiri minn sena għal sena għal skop ta' ġnien biss ta' sit tale quale li jinsab fi Triq Jean Houel, San Ġiljan,

PROJECTS PLUS

List of direct orders awarded by Projects Plus Ltd during the period between 1st July, 2021 and 31st December, 2021, published in terms of Article 111 (2) of the Public Procurement Regulations (LN 352/2016) and of Circular 02/2017 of 23rd January, 2017, issued by the Department of Contracts.

9th February, 2023

MARSA LOCAL COUNCIL

Suspension of Traffic and Parking

The Marsa Local Council notifies the general public that from Thursday, 16th February, 2023, from 5.00 p.m. till 11.00 p.m., the following streets will be partially closed: part of Triq Isouard, part of Triq il-Kunċizzjoni, Triq Patri Magri, part of Triq il-Marsa, Triq il-Farfett, Triq San Tumas, Triq Antonio Doublet, Triq iċ-Ċentru Ewkaristiku and part of Triq Zerafa.

Parking in the mentioned area will be restricted.

9th February, 2023

SAN ĠWANN LOCAL COUNCIL

Suspension of Traffic and Parking

The San Ġwann Local Council notifies that on Monday, 20th February, 2023, from 3.00 p.m. till 8.00 p.m., Triq il-Kappella, the part between Vjal ir-Rihan and Triq il-Pepprin, will be closed for traffic and no parking will be allowed. No parking will be allowed at Misraħ Lourdes from 7.00 a.m. till 8.00 p.m.

9th February, 2023

LANDS AUTHORITY

The Chief Executive Officer, Lands Authority, notifies that:

Sealed tenders in respect of the following advertisements have to be deposited in the tender box at the Lands Authority, Auberge de Baviere, Valletta, by 10.00am on Thursday, 23rd February, 2023.

Advt No. 5. Lease on a year to year basis only for gardening purposes of a site tale quale situated at Triq Jean Houel, St

kif muri bl-aħmar fuq il-pjanta P.D. 216_81_11_A. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €1,746 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' ħames mija u tnejn u tmenin ewro u tnax-il ċenteżmu (€582.12) fis-sena ma jiġux ikkunsidrati. Din l-offerta tista' tkun suġġetta għal dritt magħruf bħala dritt tal-ewwel rifjut skont artikolu Nru. 32 tal-Kapitolu Nru. 573 tal-Liġijiet ta' Malta. Irid isir ħlas ta' €50 għad-dokumenti tal-offerta.

Julian's, as shown edged in red on the plan P.D.216_81_11_A. Tenders are to be accompanied by a bid-bond for an amount of €1,746 as stipulated in the tender conditions. Offers below the amount of five hundred and eighty-two euro and twelve cents (€582.12) per annum will not be considered. This tender may be subject to the right known as the right of first refusal as per article No. 32 of Chapter No. 573 of the Laws of Malta. A fee of €50 will be charged for the tender documents.

Avviż Nru. 6. Għotja b'ċens temporanju għall-perjodu ta' ħamsa u għoxrin (25) sena ta' fond tale quale fl-istat li jinsab fih inkluzi xi difetti li jista' jkun hemm moħbija f'Nru. 339A, Triq San Pawl, u li huwa aċċessibbli wkoll minn Nru. 12, Triq Melita, Il-Belt Valletta, kif muri bl-aħmar fuq il-pjanta P.D.2021_0069. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €23,325 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' sebat elef u seba' mija u ħamsa u sebgħin ewro (€7,775) fis-sena ma jiġux ikkunsidrati. Din l-offerta tista' tkun suġġetta għal dritt magħruf bħala dritt tal-ewwel rifjut skont artikolu Nru. 32 tal-Kapitolu Nru. 573 tal-Liġijiet ta' Malta. Irid isir ħlas ta' €50 għad-dokumenti tal-offerta.

Advt No. 6. Grant on a temporary emphyteusis for a period of twenty-five (25) years of the premises tale quale in its present state including any latent defects at No. 339A, Triq San Pawl, also accessible from No. 12, Triq Melita, Valletta, as shown edged in red on the plan P.D.2021_0069. Tenders are to be accompanied by a bid-bond for an amount of €23,325 as stipulated in the tender conditions. Offers below the amount of seven thousand and seven hundred and seventy-five euro (€7,775) per annum will not be considered. This tender may be subject to the right known as the right of first refusal as per article No. 32 of Chapter No. 573 of the Laws of Malta. A fee of €50 will be charged for the tender documents.

Avviż Nru. 7. Kiri għall-perjodu ta' ħmistax-il (15) sena ta' garaxx tale quale mingħajr l-arja tiegħu f'J3, Trejqet l-Għobbejra kantuniera ma' Triq l-Isqof Emanuel Galea, Iż-Żejtun, kif muri bl-aħmar u deskritt bid-dettall fuq il-pjanta P.D.7_80_20_3. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €3,225 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' elf u ħamsa u sebgħin ewro (€1,075) fis-sena ma jiġux ikkunsidrati. Din l-offerta tista' tkun suġġetta għal dritt magħruf bħala dritt tal-ewwel rifjut skont artikolu Nru. 32 tal-Kapitolu Nru. 573 tal-Liġijiet ta' Malta. Irid isir ħlas ta' €50 għad-dokumenti tal-offerta.

Advt No. 7. Lease for a period of fifteen (15) years of a garage tale quale without its own airspace at J3, Trejqet l-Ghobbejra cornering with Triq l-Isqof Emanuel Galea, Żejtun, as shown edged in red and described in detail on the plan P.D.7_80_20_3. Tenders are to be accompanied by a bid-bond for an amount of €3,225 as stipulated in the tender conditions. Offers below the amount of one thousand and seventy-five euro (€1,075) per annum will not be considered. This tender may be subject to the right known as the right of first refusal as per article No. 32 of Chapter No. 573 of the Laws of Malta. A fee of €50 will be charged for the tender documents.

Avviż Nru. 8. Għotja b'ċens perpetwu revedibbli ta' sit tale quale fi Triq is-Sagħtar u Triq il-Miġbħa fiż-żona magħrufa bħala Tal-Qortin fil-limiti tal-Mellieħa, Il-Mellieħa, kif muri bl-aħmar fuq il-pjanta P.D.2021_0437_D. Min jirbaħ l-offerta għandu ċans sabiex jifdi dan iċ-ċens matul l-ewwel ħmistax-il (15) sena wara reviżjoni skont ir-rata tal-inflazzjoni kif hemm spjegat bid-dettall fuq il-kundizzjonijiet taċ-ċens. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €50,000 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' mitejnu u disgħa u sebgħin elf u sitt mija u għoxrin ewro (€279,620) fis-sena ma jiġux ikkunsidrati. Din l-offerta tista' tkun suġġetta għal dritt magħruf bħala dritt tal-ewwel rifjut skont artikolu Nru. 32 tal-Kapitolu Nru. 573 tal-Liġijiet ta' Malta. Irid isir ħlas ta' €50 għad-dokumenti tal-offerta.

Advt No. 8. Grant on a perpetual revisable emphyteusis of a site tale quale at Triq is-Saghtar and Triq il-Migbha at the area known as Tal-Qortin in the limits of Mellieħa, Mellieħa, as shown edged in red on the plan P.D. 2021_0437_D. The winning bidder has the chance to redeem this emphyteusis within the first fifteen (15) years after a revision according to the rate of inflation as explained in detail in the emphyteutical conditions. Tenders are to be accompanied by a bid-bond for an amount of €50,000 as stipulated in the tender conditions. Offers below the amount of two hundred and seventy-nine thousand and six hundred and twenty euro (€279,620) per annum will not be considered. This tender may be subject to the right known as the right of first refusal as per article No. 32 of Chapter No. 573 of the Laws of Malta. A fee of €50 will be charged for the tender documents.

Dawn l-avviżi qegħdin jiġu ppubblikati bħala stedina għall-pubbliku sabiex jakkwista d-dokumenti tal-offerta online. L-offerenti għandhom jirreferu għall-kundizzjonijiet

These adverts are being published as an invitation to the public to acquire tender documents online. The bidders are to refer to all the conditions of the tender document and are

kollha tad-dokument tal-offerta u huma mistiedna li jaqraw sew dawn id-dokumenti. L-offerti għandhom isiru biss fuq il-formola preskritta li, flimkien mal-kundizzjonijiet rilevanti u dokumenti oħra, jistgħu jinkisbu billi tagħfas fuq 'Buy Tender' fuq il-paġna ta' din l-offerta fis-sit (https://landsauthority.org.mt/services/tendering/). Il-ħlas huwa ta' ħamsin ewro (€50) li jitħallas permezz tas-sistema online tas-sit tal-Awtorità tal-Artijiet bil-card bankarja preferuta.

Id-9 ta' Frar, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Id-Direttur Maniġerjali (Sourcing u Supplies Chain Management) għas-Central Procurement and Supplies Unit fil-Ministeru għas-Saħħa, jgħarraf illi:

Jintlaqgħu sottomissjonijiet elettroniċi għal Preliminary Market Consultation (PMC) rigward l-avviż li ġej sal-10.00 a.m. tal-Ġimgħa, 17 ta' Marzu, 2023:

PMC Ref. Nru. 018-6503/23. Preliminary Market Consultation (PMC) għall-Asset Management System għall-immaniġġjar ta' assets mediċi u mhux mediċi.

Dokumenti tal-preliminary market consultation jinkisbu mingħajr ħlas u l-informazzjoni għanda tintbagħat BISS onlajn fuq (www.etenders.gov.mt).

Id-9 ta' Frar, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

B'referenza għall-offerta elettronika CFT 009-3181/23. Provvista 'ta' microwave ovens, heavy duty, industrial type, 18Ltr' għall-Isptar Mater Dei ippubblikata fil-Gazzetta tal-Gvern tat-Tlieta, 7 ta' Frar, 2023, id-data tal-għeluq ġiet estiża għall-Erbgħa, l-1 ta' Marzu, 2023.

Id-9 ta' Frar, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Id-Direttur Maniġerjali (Sourcing u Supplies Management) għas-Central Procurement u Supplies Unit fil-Ministeru għas-Saħħa, jgħarraf illi sottomissjonijiet tal-ERU Competitive Call imniżżla hawn taħt għandhom jintlaqgħu sal-10.00 a.m. tat-Tnejn, 13 ta' Frar, 2023.

ERU Ref. ERU0602U23 – Medicinals
ERU Ref. ERU0602U23B
ERU Ref. ERU0602U23C
ERU Ref. ERU0602U23D
ERU Ref. ERU0702U23 – Medicinals
ERU Ref. ERU0702U23 – Devices

invited to read carefully these conditions. Tenders should be submitted only on the prescribed form, which together with the relevant conditions and other documents, may be obtained by clicking on 'Buy Tender' on the web page where this tender is available on (https://landsauthority.org.mt/services/tendering/). A fee of fifty euro (€50) must be paid through the online system of the Lands Authority website by using preferred banking card.

9th February, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The Managing Director (Sourcing and Supplies Chain Management) for the Central Procurement and Supplies Unit within the Ministry for Health notifies that:

Electronic submission of information for Preliminary Market Consultation (PMC) in respect of the following notice will be received up to 10.00 a.m. of the Friday, 17th March, 2023:

PMC No. 018-6503/23. Preliminary Market Consultation (PMC) for Asset Management System for the management of medical and non-medical assets.

Preliminary Market Consultation documents are available free of charge and information is to be submitted ONLY online on (www.etenders.gov.mt).

9th February, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

With reference to the electronic tender CFT009-3181/23. Supply of microwave ovens, heavy duty, industrial type, 18Ltr for Mater Dei Hospital, published in the Government Gazette of Tuesday, 7th February, 2023, the closing date will be extended till Wednesday, 1st March, 2023.

9th February, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The Managing Director (Sourcing and Supplies Management) for the Central Procurement and Supplies Unit within the Ministry for Health, notifies that submissions for the below listed ERU Competitive Call will be received up to 10.00 a.m. on Monday, 13th February, 2023.

ERU Ref. ERU0602U23 – Medicinals
ERU Ref. ERU0602U23B
ERU Ref. ERU0602U23C
ERU Ref. ERU0602U23D
ERU Ref. ERU0702U23 – Medicinals
ERU Ref. ERU0702U23 – Devices

ERU Ref. ERU0702U23A
ERU Ref. ERU0702U23B
ERU Ref. ERU0702U23C
ERU Ref. ERU0702U23D
ERU Ref. ERU0702U23E
ERU Ref. ERU0702U23F

Sejħiet kompetittivi tal-Emergency Response Unit (ERU) jistgħu jitniżżlu mis-sit elettroniku tas-CPSU.

Sottomissjonijiet għal din is-sejħa għal kompetizzjoni għandhom jiġu sottomessi skont l-istruzzjonijiet mogħtija fid-dossier.

Id-9 ta' Frar, 2023

KUNSILL LOKALI SAN LAWRENZ

Il-Kunsill Lokali San Lawrenz jgħarraf li:

Sal-10.30 a.m. ta' nhar it-Tlieta, 7 ta' Marzu, 2023, offerti permezz tal-ePPS jintlaqgħu mill-Kunsill Lokali San Lawrenz għal:

Avviż Nru. SLLC/03/2023. Servizzi ta' Contracts Manager għal-lokalità ta' San Lawrenz.

Id-dokumenti tal-kwotazzjoni/offerta huma bla ħlas u jiġu miksuba/imniżżla u milqugħa BISS minn fuq is-sit elettroniku tal-etenders (www.etenders.gov.mt).

Kull kjarifika jew addenda lid-dokument tal-kwotazzjoni jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

Il-Kunsill Lokali jżomm id-dritt li jirrifjuta kull offerta, anke l-aktar waħda vantaġġjuża.

Id-9 ta' Frar, 2023

KUNSILL LOKALI X-XAGĦRA

Il-Kunsill Lokali x-Xagħra jgħarraf illi:

Sejħiet għall-offerti għandhom jintlaqgħu mill-Kunsill Lokali x-Xagħra, permezz tal-ePPS, sal-10.30 a.m. ta' nhar l-Erbgħa, 8 ta' Marzu, 2023, għal:

Avviż Nru. TXLC/02/2023. Servizzi ta' contracts manager għal-lokalità tax-Xagħra.

Id-dokumenti tal-offerta huma bla ħlas u jiġu miksuba, imniżżla u milqugħa BISS mis-sit elettroniku tal-etenders (www.etenders.gov.mt).

Kull kjarifika jew addenda lid-dokument tal-offerta jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

ERU Ref. ERU0702U23A
ERU Ref. ERU0702U23B
ERU Ref. ERU0702U23C
ERU Ref. ERU0702U23D
ERU Ref. ERU0702U23E
ERU Ref. ERU0702U23F

Emergency Response Unit (ERU) Competitive Calls can be downloaded from the CPSU Website.

Submissions for this call for competition are to be submitted as per instructions given in the dossier.

9th February, 2023

SAN LAWRENZ LOCAL COUNCIL

The San Lawrenz Local Council notifies that:

Tenders will be received at the San Lawrenz Local Council, through ePPS, up to 10.30 a.m. on Tuesday, 7th March, 2023, for:

Advt No. SLLC/03/2023. Services of a Contracts Manager for the locality of San Lawrenz.

Tender documents are free of charge and are to be viewed/downloaded and submitted ONLY through the etenders website (www.etenders.gov.mt).

Any clarifications or addenda to the quotation document will be uploaded and available to view and download from this same website.

The Local Council reserves the right to refuse any offer, even the most advantageous.

9th February, 2023

XAGĦRA LOCAL COUNCIL

The Xagħra Local Council notifies that:

Tenders will be received at the Xagħra Local Council through ePPS, up to 10.30 a.m. on Wednesday, 8th March, 2023, for:

Advt No. TXLC/02/2023. Services of a contracts manager for the locality of Xagħra.

Tender documents are free of charge and are to be viewed/downloaded and submitted ONLY through the etenders website (www.etenders.gov.mt).

Any clarifications or addenda to the tender document will be uploaded and available to view and download from this same website.

Il-Kunsill Lokali jżomm id-dritt li jirrifjuta kull offerta, anke l-aktar waħda vantaġġjuża.

Id-9 ta' Frar, 2023

KUNSILL LOKALI Ħ'ATTARD

Il-Kunsill Lokali Ħ'Attard jgħarraf illi:

Offerti għandhom jintlaqgħu mill-Kunsill Lokali Ħ'Attard permezz tal-ePPS sal-11.00 a.m. ta' nhar it-Tnejn, 13 ta' Marzu, 2023, għal:

Kwot Nru. ALC 01/2023. Tisbiħ ta' ġnien pubbliku fi Ġnien il-Palma, Ħ'Attard, bl-użu ta' materjali li ma jagħmlux ħsara 'l-ambjent;
Kwot. Nru. ALC 02/2023. Tindif u tneħħija f'toroq u siti mhux urbani f'Ħ'Attard, b'mod li jitħares 'l-ambjent.

Id-dokumenti tal-offerta huma bla ħlas u jiġu miksuba/imniżżla u milqugħa BISS mis-sit elettroniku (www.etenders.gov.mt).

Kull kjarifika jew addenda lid-dokument jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

Il-Kunsill Lokali jżomm id-dritt li jirrifjuta kull offerta, anke l-aktar waħda vantaġġjuża.

Id-9 ta' Frar, 2023

The Local Council reserves the right to refuse any offer, even the most advantageous.

9th February, 2023

Ħ'ATTARD LOCAL COUNCIL

The Ħ'Attard Local Council notifies that:

Quotations will be received at the Ħ'Attard Local Council through ePPS, up to 11.00 a.m. on Monday, 13th March, 2023, for:

Quot. No. ALC 01/2023. Embellishment of public garden at Ġnien il-Palma, Ħ'Attard, using environmentally friendly materials;
Quot. No. ALC 02/2023. Cleaning and clearing of non-urban roads and sites in Ħ'Attard, in an environmentally friendly manner.

Tender documents are free of charge and are to be viewed/downloaded and submitted ONLY through the etenders website on (www.etenders.gov.mt).

Any clarifications or addenda to the tender document will be uploaded and available to view and download from this same website.

The Local Council reserves the right to refuse any offer, even the most advantageous.

9th February, 2023

AVVIŻI TAL-QORTI – *COURT NOTICES*

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B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fid-19 ta' Jannar, 2023, fl-atti tar-Rikors Ġuramentat numru 1144/2022TA, li ġie ppreżentat fil-5 ta' Diċembru, 2022, fl-ismijiet: Carabott Duane et vs Lautier Christian et, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187(3) et sequitur tal-Kap. 12 biex isservi ta' notifika fil-konfront tal-intimat. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Tordna lil Duane Carabott u Brady Tonna jħallsu penali fis-somma ta' mhux inqas minn elf, mija, erbgħa u sittin ewro u disgħa u sittin ċenteżmu (€1,164.69ċ) u mhux aktar minn sitt elef, disa' mija u tmienja u tmenin ewro u tnax-il ċenteżmu (€6,988.12ċ) favur ir-rikorrenti ai termini tal-Artikolu 836(8)(d) tal-Kap. 12 tal-Liġijiet ta' Malta. Bl-ispejjeż kontra l-istess Duane Carabott u Brady Tonna.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għat-8 ta' Frar, 2023, fid-9.30 a.m.

Notifika Intimat: Carabott Duane. Blk 3, Flt 8, Triq il-Ġnien. Santa Luċija

By decree issued by the Civil Court, First Hall on 19th January, 2023, in the acts of Sworn Application number 1144/2022TA, which was presented on 5th December, 2022, in the names: Carabott Duane et vs Lautier Christian et, the following publication was ordered, pursuant to Article 187(3) et sequitur of Cap. 12 to serve as a notification against the respondent. The applicant asked this Honorable Court to, among others: To Order Duane Carabott and Brady Tonna to pay a penalty in the sum of not less than one thousand, one hundred, sixty-four Euros and sixty-nine cents. (€1,164.69c) and not more than six thousand, nine hundred and eighty-eight Euros and twelve cents (€6,988.12c) in favour of the applicant in terms of Article 836(8)(d) of the Cap. 12 of the Laws of Malta. With costs against the same Duane Carabott and Brady Tonna.

The Sworn Application in the names mentioned above is postponed to 8th February, 2023, at 9.30 a.m.

Notification Respondent: Carabott Duane. Blk 3, Flt 8, Triq il-Ġnien, Santa Luċija

Tonna Brady, 22, Thank God, Triq il-Liedna, Il-Fgura

Reġistru tal-Qrati Superjuri, illum 7 ta' Frar, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
Għar-Reġistratur, Qrati Ċivili u Tribunali

Tonna Brady, 22, Thank God, Triq il-Liedna, Fgura

Register of the Superior Courts, today 7th February, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

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B'digriet tat-Tribunal għal Talbiet Żgħar, tas-17 ta' Jannar, 2022, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12) fil-konfront ta' Easi Bind (Mediterranean) Limited.

Sado Company Limited (C4168) ta' Triq Notabile, L-Imrieħel, Malta, ippreżentat Talba, fid-29 ta' Diċembru, 2021, fejn talbet lit-Tribunal sabiex jikkundanna lil Easi Bind (Mediterranean) Limited (C3407) ta' 3, Triq Abate Rigord, Ta' Xbiex, sabiex tħallas lis-soċjetà attriċi s-somma ta' €2931.30, liema ammont huwa dovut lis-soċjetà attriċi.

Bl-ispejjeż u bl-imgħaxijiet legali

Il-kawża (Avviż numru 363/2021CL) hija differita għall-15 ta' Frar, 2023, fis-1.00 p.m.

Reġistru tal-Qorti tal-Maġistrati (Malta), illum 7 ta' Frar, 2023

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By a decree of the Small Claims Tribunal of the 17th January, 2022, the publication of the following extract was ordered for the purpose of service on the respondent company Easi Bind (Mediterranean) Limited in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

Sado Company Limited (C4168) of Triq Notabile, Mrieħel, Malta, filed a Claim on the 29th December, 2021, whereby they asked the Tribunal to condemn Easi Bind (Mediterranean) Limited (C3407) of 3, Triq Abate Rigord, Ta' Xbiex, to pay the plaintiff company the sum of €2931.30, which is due to the plaintiff company.

With costs and legal interests

The case (Claim number 363/2021CL) is deferred on the 15th February, 2023, at 1.00 p.m.

Registry of the Courts of Magistrates (Malta), today 7th February, 2023

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fl-10 ta' Novembru, 2022, fl-atti tar-Rikors Ġuramentat numru 146/2022AJD, li ġie ppreżentat fit-22 ta' Frar, 2022, fl-ismijiet: Demicoli Paul et vs Farrugia Joseph et, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187(3) et sequitur tal-Kap. 12 biex isservi ta' notifika fil-konfront tal-intimat. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Tikkundanna lill-konvenuti iħallsu lill-esponenti l-ammont ta' mija ħamsa u sebgħin elf, mija ħamsa u erbgħin ewro (€175,145) flimkien mat-taxxa fuq il-valur miżjud fuq l-istess, flimkien mal-imgħaxijiet legali minn dakinhar illi tlestew ix-xogħlijiet hawn imsemmija. Bl-ispejjeż kollha u bl-imgħaxijiet kontra l-konvenuti illi huma minn issa stess inġunti in subizzjoni.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għall-21 ta' Frar, 2023, fid-9.20 a.m.

By decree issued by the Civil Court, First Hall, on 10th November 2022, in the acts of the Sworn Application number 146/2022AJD, which was presented on 22nd February, 2022, in the names Demicoli Paul et vs Farrugia Joseph et, the following publication was ordered, pursuant to Article 187(3) et sequitur of Cap. 12 to serve as a notification against the respondent. The applicant asked this Honorable Court to, among others: Condemns the defendants to pay to the plaintiffs the amount of one hundred and seventy-five thousand, one hundred and forty-five euro (€175,145) together with value added tax on the same, together with the legal interests from the day that the works mentioned here were completed. With all costs and interest against the defendants who are from now summoned so that a reference to their evidence be made.

The Sworn Application in the names mentioned above is postponed to 21st February, 2023, at 9.20 a.m.

Notifika Intimat: Farrugia Joseph, Acon Properties Ltd u Acon Developments Ltd, 7, Triq Wied Anġlu, Birguma, In-Naxxar

Reġistru tal-Qrati Superjuri, illum 7 ta' Frar, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
Għar-Reġistratur, Qrati Ċivili u Tribunali

Notification Respondent: Farrugia Joseph, Acon Properties Ltd and Acon Developments Ltd, Triq Wied Anġlu, Birguma, Naxxar

Register of the Superior Courts, today 7th February, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

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B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fil-11 ta' Jannar, 2023, fl-atti tar-Rikors Ġuramentat numrru 741/2022AF, li ġie ppreżentat fit-12 ta' Awwissu, 2022, fl-ismijiet CCFO Malta Ltd vs Beliard Albert Guy, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187(3) et sequitur tal-Kap. 12 biex isservi ta' notifika fil-konfront tal-intimat. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Tinnomina kuratur sabiex jidher għall-eventwali kontumaċja tal-konvenut li kwalunkwe att li jista' talvolta jkun meħtieġ mill-awtoritajiet kompetenti, inkluż sabiex tinħareġ l-awtorizzazzjoni meħtieġa mill-kontrollur tad-Dwana għall-ħruġ tal-oġġetti għal skop ta' distruzzjoni. Bl-ispejjeż kontra l-intimat illi huwa minn issa stess inġunt għas-subizzjoni.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għall-21 ta' Marzu, 2023, fl-10.30 a.m.

Notifika Intimat: Beliard Albert Guy, 24, Capital Mansions, Blk C, Flat 1, Triq Mattew Pulis, Tas-Sliema

Reġistru tal-Qrati Superjuri, illum 8 ta' Frar, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
Għar-Reġistratur, Qrati Ċivili u Tribunali

By decree issued by the Civil Court, First Hall, on 11th January, 2023, in the acts of Sworn Application number 741/2022AF, which was presented on 12th August, 2022, in the names CCFO Malta Ltd vs Beliard Albert Guy, the following publication was ordered, pursuant to Article 187(3) et sequitur of Cap. 12 to serve as a notification against the respondent. The applicant asked this Honorable Court to, among others: Nominate a curator to appear for the eventual contumacia of the defendant in any act that may be required by the competent authorities, inlcuding the authorisation required by the Comptroller of Customs for the release of the items for the purpose of destruction. With costs against the defendance who is henceforth summoned to testiy on oath.

The Sworn Application in the names mentioned above is postponed to 21st March, 2023, at 10.30 a.m.

Notification Respondent: Beliard Albert Guy, 24, Capital Mansions, Blk C, Flat 1, Triq Mattew Pulis, Tas-Sliema

Register of the Superior Courts, today 8th February, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

362

Permezz ta' digriet mogħti fit-18 ta' Jannar, 2023, mill-Qorti (Sezzjoni tal-Familja) fl-atti tar-rikors fl-ismijiet Frank Micallef vs Josephine Sammut, Rikors numru 153/2022AL, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimata Josephine Sammut a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Frank Micallef (KI 251163M) vs Josephine Sammut (KI 535463M), ippreżentat fil-Qorti (Sezzjoni tal-Familja), fit-18 ta' Marzu, 2022, ir-rikorrenti Frank Micallef talab lil din l-Onorabbli Qorti:

1. Tiddikjara li ż-żwieġ tiegħu mal-intimata Josephine Sammut hu maħlul u li l-partijiet huma divorzjati għall-finijiet u l-effetti kollha tal-liġi;

By means of a decree of the 18th January, 2023, of the Civil Court (Family Section), in the records of the Application in the names Frank Micallef vs Josephine Sammut, Application number 153/2022AL, the following publication was ordered for the purpose of effecting service on the respondent Josephine Sammut in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

By means of an application in the names Frank Micallef (ID 251163M) vs Josephine Sammut (ID 535463M), filed in the Civil Court (Family Section), on the 18th March, 2022, the applicant Frank Micallef requested this Honourable Court to:

1. Pronounce the dissolution of the marriage with the respondent Josephine Sammut and that the parties are divorced for all the effects and purposes of law;

2. Tordna lir-Registratur tal-Qrati sabiex fi żmien imħolli għal daqshekk mill-istess Qorti javża lid-Direttur tar-Reġistru Pubbliku bid-divorzju tal-partijiet biex dan jiġi reġistrat fir-Reġistru Pubbliku.

Rikorrenti: Blokk D, Flat 2, Triq San Ġwann, Birżebbuġa

Notifika intimata: Claybern, Block E, 1, Triq il-Pepprin, L-Imtarfa

Ir-rikors fl-ismijiet Frank Micallef vs Josephine Sammut, Rikors numru 153/2022AL, jinsab differit għall-21 ta' Frar, 2023, fid-9.15 a.m.

Reġistru tal-Qrati (Sezzjoni Familja), illum 8 ta' Frar, 2023

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

2. Order the Registrar of Courts so that within the time given by this same Court, he notifies the Director Public Registry about the divorce of the parties so that this is registered in the Public Registry.

Applicant: Block D, Flat 2, Triq San Ġwann, Birżebbuġa

Notification: Respondent: Claybern, Block E, 1, Triq il-Pepprin, Mtarfa

The Application in the names Frank Micallef vs Josephine Sammut, Application number 153/2022AL, has been postponed for hearing to the 21st February, 2023, at 9.15 a.m.

Registry of the Civil Courts (Family Section), today 8th February, 2023

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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B'dan l-avviż ikun magħruf illi b'rikors ippreżentat fil-Qorti, Sezzjoni ta' Ġuriżdizzjoni Volontarja, fid-29 ta' Diċembru, 2022, Rikors numru 2600/2022, minn Ramona Portelli et fejn talbu li tiġi ddikjarata miftuħa favur Ramona Portelli u Alexia Aquilina née Portelli wlied id-decujus f'ishma ndaqs bejniethom is-suċċessjoni ta' Helen Portelli née Bonello, armla ta' Charles Portelli, bint il-mejtin Joseph Bonello u Maria Dolores Bonello née Buhagiar, imwielda Birkirkara, Malta, kienet residenti l-Mosta, Malta, u mietet l-Imsida, Malta, fil-15 ta' Awwissu, 2022, ta' 77 sena, u li kellha karta tal-identità bin-numru 733744M.

Għaldaqstant, kull min jidhirlu li għandu interess huwa msejjaħ biex jidher quddiem il-Qorti fuq imsemmija sabiex b'nota jmur kontra dik it-talba fi żmien ħmistax-il ġurnata li jibda jgħaddi minn dak il-jum li fih jiġi mwaħħal il-bandu u l-avviżi skont il-liġi.

Reġistru tal-Qorti Ċivili, Sezzjoni ta' Ġuriżdizzjoni Volontarja

Illum 8 ta' Frar, 2023

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By means of an application filed in the Civil Court of Voluntary Jurisdiction Section, on the 29th December, 2022, Application number 2600/2022, by Ramona Portelli et whereby they requested that it be declared open in favour of Ramona Portelli and Alexia Aquilina née Portelli children of the decujus in equal shares between them the succession of Helen Portelli née Bonello, widow of Charles Portelli, daughter of the late Joseph Bonello and Maria Dolores Bonello née Buhagiar, born in Birkirkara, Malta, resided in Mosta, Malta, and died in Msida, Malta, on the 15th August, 2022, aged 77, and who held identity card number 733744M.

Wherefore, any person who believes to have an interest in the matter is hereby called upon to appear before the said Court and to bring forward his objections hereto by a minute to be filed within fifteen days from the posting of the banns and notices according to law.

Registry of the Civil Court, Voluntary Jurisdiction Section

Today 8th February, 2023

ALEXANDRA DEBATTISTA
For the Registrar, Civil Court and Tribunals

364

B'dan l-avviż ikun magħruf illi b'rikors ippreżentat fil-Qorti, Sezzjoni ta' Ġuriżdizzjoni Volontarja, fit-28 ta' Novembru, 2022, Rikors numru 2403/2022, minn Simone

By means of an application filed in Civil Court of Voluntary Jurisdiction Section, on the 28th November, 2022, Application number 2403/2022, by Simone Dingli, whereby

Dingli fejn insegwitu tar-rikors Maria Dolores sive Doreen Attard Montalto, xebba, bint John Gordon Hoare u Avellina née Gusman, imwielda Tas-Sliema, fit-28 ta' Jannar, 1947, ta' 75 sena, u residenti ġewwa r-residenza Golden Care Home, in-Naxxar, u li għandha karta tal-identità bin-numru 136847M, ġiet interdetta mill-atti kollha tal-ħajja ċivili permezz ta' digriet mogħti fid-29 ta' Diċembru, 2022.

Reġistru tal-Qorti Ċivili (Sezzjoni ta' Ġuriżdizzjoni Volontarja)

Illum 8 ta' Frar, 2023

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

following the application Maria Dolores sive Doreen Attard Montalto, unmarried, daughter John Gordon Hoare and Avellina née Gusman, born in Sliema, on the 28th January, 1947, aged 75, and residing at Golden Care Home, Naxxar, and holding identity card number 136847M, was interdicted from all the acts of the civil life by means of a decree given on the 29th December, 2022.

Registry of the Civil Court (Voluntary Jurisdiction Section)

Today 8th February, 2023

ALEXANDRA DEBATTISTA
For the Registrar, Civil Court and Tribunals

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Avviż ai termini tal-Artikolu 495A tal-Kodiċi Ċivili

Maħruġ mill-Qorti tal-Maġistrati (Għawdex)

Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

Rikors numru: 117/2022 (BS)

Rikors ai termini tal-Artikolu 495A tal-Kodiċi Ċivili

Harold Said (KI 305678M), 'Casanostra', Triq San Lawrenz, Ħaż-Żabbar, Malta

Karen Said (KI 346282M), Flat 1, Block, 14 Triq San Lawrenz, Il-Birgu, Malta

Claire Mercieca (KI 646882M), 37, 'Ariana', Triq in-Nissieġ, Ħaż-Żabbar, Malta

Mary Mamo (KI 44056G), 52, Triq San Gejtanu, Il-Ħamrun, Malta

Maria Bajada (KI 32039G), 16, Triq San Giacintu, Tas-Sliema, Malta, kemm f'isimha propju kif wkoll għan-nom u in rappreżentanza ta' oħtha Giuseppa Bajada (KI 61733G), 37, Triq San Ġuzepp, Ix-Xagħra, Għawdex, li tagħha l-istess Maria Bajada hija gwardjana;

U għal kull interess li jista' jkollha Karkanja Developments Limited (Numru tar-reġistrazzjoni tal-kumpanija C34155) ta' 14, Triq l-Imġarr, Ix-Xewkija, Għawdex

vs

John Mary sive Jimmy Muscat (KI 22556G) ta' 99, Triq Franġisk Camilleri, ix-Xagħra, Għawdex

Notice in terms of Article 495A of the Civil Code

Issued by the Court of Magistrates (Gozo)

Superior Jurisdiction, General Section

Application Number: 117/2022 (BS)

Application in terms of article 495A of the Civil Code

Harold Said (ID 305678M), 'Casanostra', Triq San Lawrenz, Ħaż-Żabbar, Malta

Karen Said (ID 346282M), Flat 1, Block, 14 Triq San Lawrenz, Birgu, Malta

Claire Mercieca (ID 646882M), 37, 'Ariana', Triq in-Nissieġ, Ħaż-Żabbar, Malta

Mary Mamo (ID 44056G), 52, Triq San Gejtanu, Ħamrun, Malta

Maria Bajada (ID32039G), 16, Triq San Giacintu, Tas-Sliema, Malta, both in her own name and also on behalf and on behalf of her sister Giuseppa Bajada (ID 61733G), 37, Triq San Ġużepp, Xagħra, Gozo, of whom the said Maria Bajada is a guardian;

And for any interest that Karkanja Developments Limited may have (Company registration number C34155) of 14, Triq l-Imġarr, Xewkija, Gozo

vs

John Mary sive Jimmy Muscat (ID 22556G) of 99, Triq Francis Camilleri, Xagħra, Gozo

Rikors Ġuramentat ta' Harold Said (KI 305678M), Karen Said (KI 346282M), Claire Mercieca (KI 646882M), Mary Mamo (KI 44056G), Maria Bajada (KI 32039G) kemm f'isimha propju kif wkoll bħala gwardjana ta' Giuseppa Bajada u għal kull interess li jista' jkollha Karkanja Developments Limited (Numru tar-reġistrazzjoni tal-kumpanija C34155).

Jesponu bir-rispett u bil-ġurament tiegħu Harold Said jikkonferma filwaqt li jiddikjara li huwa jaf bil-fatti hawn esposti personalment:

1. Illi dan ir-rikors jikkoncerna l-proprjetà segwenti: il-fond bin-numru sebgħa u tletin (37), Triq San Ġużepp, Ix-Xagħra, Għawdex, bis-sottoswol relattiv, inkluż il-ġnien retropost u bl-arja libera tiegħu tal-kejl kumplessiv ta' ċirka ħames mija u ħamsin metru kwadru (550m.k.);

2. Illi oriġinarjament il-proprjetà kienet ġiet akkwistata b'titolu ta' bejgħ minn Romano Bajada bis-saħħa ta' kuntratt datat wieħed u tletin (31) ta' Marzu tal-elf disa' mija u tnejn u erbgħin (1942) pubblikat fl-atti tan-Nutar Francesco Refalo (Dokument A);

3. Illi Romano Bajada ġie nieqes u l-wirt tiegħu għadda fuq isem l-erba' wliedu preċiżament Maria Bajada, Guzeppa Bajada, Carmela Bajada miżżewġa Farrugia u Victoria Bajada miżżewġa Attard fi kwoti indaqs u indiviżi bejniethom. Dan skont kif sejjer jirriżulta waqt is-smigħ tal-kawża. Maria u Giuseppa Bajada huma tnejn mir-rikorrenti odjerni;

4. Illi Victoria Bajada miżżewġa Attard kellha tliet (3) ulied preciżament lil Lucy Said, Mary Mamo u Josette Attard legalment separata minn Raymond Delia. Mary Mamo hija waħda mir-rikorrenti odjerni;

5. Illi Lucy Said bint Victoria Bajada miżżewġa Attard mietet intestata fis-sitta u għoxrin (26) ta' Jannar, 2019. Konsegwentement għalhekk il-wirt tagħha għadda inkwantu għal nofs indiviż fuq żewġha Emanuel Said u inkwantu għan-nofs indiviż l-ieħor favur iż-żewġ uliedha Harold u Karen aħwa Said. Emanuel Said irrinunzja għall-wirt u suċċessjoni ta' martu Lucy Said bis-saħħa ta' kuntratt datat erbgħa u għoxrin (24) ta' Lulju, 2019, pubblikat fl-atti tan-Nutar Dr Jonathan Zammit (Dokument B) u għalhekk il-wirt ta' Lucy Said għadda kompletament fuq uliedha r-rikorrenti Harold u Karen aħwa Said fi kwoti indaqs u indiviżi bejniethom. Il-kuntratt relattiv ta' dikjarazzjoni causa mortis ta' Lucy Said ġie pubblikat min-Nutar Dr Jonathan Zammit nhar l-erbgħa u għoxrin (24) ta' Lulju, 2019 (Dokument C);

6. Illi Josephine Attard legalment separata minn Raymond Delia mietet fl-ewwel (1) ta' Novembru, 2020, u dan skont

Sworn application by Harold Said (ID 305678M), Karen Said (ID 346282M), Claire Mercieca (ID 646882M), Mary Mamo (ID 44056G), Maria Bajada (ID 32039G) both in her own name and also as guardian of Giuseppa Bajada and for any interest that Karkanja Developments Limited may have (Company registration number C34155).

With respect and under his oath, Harold Said confirms while declaring that he knows the facts presented here personally:

1. That this application concerns the following property: the premises numbered thirty-seven (37), Triq San Ġużepp, Xagħra, Gozo, with the relative subsoil, including the back garden and with its airspace measuring overall circa five hundred and fifty square meters (550 m2);

2. That originally the property had been acquired through a deed of sale by Romano Bajada by virtue of a deed dated the thirty-first (31st) March one thousand nine hundred and forty-two (1942) published in the acts of Notary Francesco Refalo (Document A);

3. That Romano Bajada died and his inheritance devolved on the name of his four children namely Maria Bajada, Guzeppa Bajada, Carmela Bajada married Farrugia and Victoria Bajada married Attard, in equal and undivided shares between them. This as to how it will result during the hearing of the case. Maria and Giuseppa Bajada are two of the current applicants;

4. That Victoria Bajada married Attard, had three (3) children namely Lucy Said, Mary Mamo and Josette Attard legally separated from Raymond Delia. Mary Mamo is one of the present applicants;

5. That Lucy Said daughter of Victoria Bajada married Attard died intestate on the twenty-sixth (26th) of January, 2019. Consequently her inheritance devolved as to one half undivided part on her husband Emanuel Said and as to the other one half undivided part in favour of her other two children Harold and Karen siblings Said. Emanuel Said renounced the inheritance and succession of his wife Lucy Said by virtue of a contract dated twenty-fourth (24th) of July, 2019, published in the acts of the Notary Dr Jonathan Zammit (Document B) and therefore the inheritance of Lucy Said devolved entirely on her children the applicants Harold and Karen siblings Said in equal and undivided shares between them. The relative causa mortis declaration deed of Lucy Said was published by the Notary Dr Jonathan Zammit on the twenty-fourth (24th) of July, 2019 (Document C);

6. That Josephine Attard legally separated from Raymond Delia died on the first (1st) of November, 2020, and this as

kif jikkonferma c-certifikat tal-mewt hawn anness u markat bħala Dokument D. Josephine Attard mietet intestata u għalhekk il-wirt tagħha iddevolva fuq l-uniku bint tagħha u ċjoè r-rikorrenti Claire Mercieca. Il-kuntratt ta' dikjarazzjoni causa mortis ġie pubblikat fl-atti tan-Nutar Jonathan Zammit nhar id-dsatax (19) ta' Jannar, 2021 (Dokument E);

7. Illi Carmela Bajada miżżewġa Farrugia mietet fil-ħdax (11) ta' Awissu 1999. Hija rregolat il-wirt u successjoni tagħha permezz ta' żewġ testmenti unica charta fl-atti tan-Nutar Dr Michael Refalo datati sebgħa (7) ta' Awissu 1984 u għoxrin (20) ta' Awissu, 1984, li bis-saħħa tagħhom innominat lil Joseph Farrugia eredi universali tal-beni tagħha kollha. Id-dikjarazzjoni causa mortis relattiva għall-wirt ta' Carmena Farrugia saret b'kuntratt datat ħamsa u għoxrin (25) ta' Novembru, 1999, pubblikat fl-atti tan-Nutar Kristen Dimech. Sussegwentement is-sehem li Joseph Farrugia wiret mingħand martu mill-fond numru sebgħa u tletin (37), Triq San Ġużepp, Ix-Xagħra, Għawdex inbiegh lill-intimat John Mary sive Jimmy Muscat bis-saħħa ta' kuntratt datat erbgħa u għoxrin (24) ta' Jannar, 2001, pubblikat fl-atti tan-Nutar Kristen Dimech (Dokument F);

8. Illi abbażi ta' dan kollu għalhekk il-proprjetà deskritta aktar 'l fuq f'dan ir-rikors hija miżmuma fis-segwenti kwoti: (a) kwart (1/4) indiviż kull wieħed mir-rikorrenti Maria Bajada u Giuseppa Bajada; (b) parti waħda minn erbgħa u għoxrin (1/24) parti indiviża kull wieħed mir-rikorrenti Harold Said u Karen Said; u (c) parti waħda minn tnax-il parti (1/12) indiviża kull wieħed mir-rikorrenti Claire Mercieca u Mary Mamo. Ir-rimanenti kwart (1/4) indiviż jappartjeni lill-intimat John Mary sive Jimmy Muscat. Arblu tar-razza tal-kontendenti jinsab anness u markat bħala Dokument G;

9. Illi l-esponenti sabu l-bejgħ ta' dan il-fond u effettivament ġja daħlu f'konvenju datat erbatax (14) ta' Ottubru tas-sena elfejn u tnejn u għoxrin (2022) (Kopja annessa u markata bħala Dokument H) li permezz tiegħu l-esponenti intrabtu li jbigħu s-sehem rispettiv tagħhom lis-soċjetà Karkanja Developments Limited u dan bil-prezz ta' erba' mitt elf ewro (€400,000) għall-intier. Dan il-konvenju ġie debitament reġistrat mal-Kummissarju tat-Taxxi Interni;

10. Illi l-intimat qiegħed jirrifjuta li jaderixxi għal dan il-konvenju u dan mingħajr ebda raġuni valida fil-liġi. Dan minkejja li huwa ġie infurmat bid-dettalji kollha tan-negozju;

11. Illi l-esponenti jemmnu li dan il-każ jinkwadra ruħu perfettament fid-dispożizzjonijiet tal-artikolu 495A tal-Kodiċi Ċivili (Kap. 16 tal-Liġijiet ta' Malta) għas-segwenti raġunijiet:

confirmed by the death certificate attached herewith and marked as Document D. Josephine Attard died intestate and therefore her inheritance devolved on her only daughter the applicant Claire Mercieca. The causa mortis declaration deed was published in the acts of Notary Jonathan Zammit on the nineteenth (19th) of January, 2021 (Document E);

7. That Carmela Bajada married Farrugia died on the eleventh (11th) of August 1999. She regulated her inheritance and succession by virtue of two unica charta wills in the acts of the Notary Dr Michael Refalo dated seventh (7th) of August 1984 and twentieth (20th) of August, 1984, by virtue of which she nominated Joseph Farrugia as universal heir of all her assets. The causa mortis declaration relative to the inheritance of Carmena Farrugia was made by means of a contract dated the twenty-fifth (25th) of November, 1999, published in the acts of Notary Kristen Dimech. Subsequently, the share that Joseph Farrugia inherited from his wife from property number thirty-seven (37), Triq San Ġużepp, Xagħra, Gozo was sold to the respondent John Mary sive Jimmy Muscat by virtue of a deed dated the twenty-fourth (24th) of January, 2001, published in the records of Notary Kristen Dimech (Document F);

8. That in view of all this, the property described above in this application is held in the following quotas: (a) one quarter (1/4) undivided each by the applicants Maria Bajada and Giuseppa Bajada; (b) one twenty-fourth (1/24) undivided part each of the claimants Harold Said and Karen Said; and (c) one twelfth (1/12) undivided each of the claimants Claire Mercieca and Mary Mamo. The remaining undivided one fourth (1/4) belongs to the respondent John Mary sive Jimmy Muscat. A family tree chart of the contending parties is attached and marked as Document G;

9. That the applicants found the sale of this property and effectively entered into a promise of sale agreement dated fourteenth (14th) of October of the year two thousand and twenty two (2022) (Copy attached and marked as Document H) through which the applicants undertook to sell their respective share to the company Karkanja Developments Limited and this for the price of four hundred thousand euros (€400,000) for the whole. This promise of sale agreement has been duly registered with the Commissioner of Inland Revenue;

10. That the respondent is refusing to adhere to this promise of sale agreement and this without any valid reason at law. This despite the fact that he was informed of all the details of the deal;

11. That the applicants believe that this case fits perfectly within the provisions of article 495A of the Civil Code (Cap. 16 of the Laws of Malta) for the following reasons:

a) Il-proprjetà fuq deskritta ilha miżmuma bejniethom sa minn meta miet l-aħħar wieħed mill-konjuġi Romano u Caterina Bajada, li ilhom mejtin aktar minn tlett (3) snin kif sejjer jirriżulta waqt is-smigħ tal-kawża,

b) Sal-lum ħadd għadu ma istitwixxa xi kawża quddiem il-Qorti rigward id-diviżjoni ta' din il-proprjetà,

c) L-intimat qua komproprjetarju mhux qed jaqbel mal-bejgħ tal-proprjetà fi Triq San Ġuzepp, ix-Xagħra,

d) Ir-rikorrenti eskluż Karkanja Developments Limited għandom bejniethom il-maġġoranza tal-ishma ta' din il-proprjetà, preċiżament tliet kwarti (3/4) indiviżi filwaqt li l-intimat għandu r-rimanenti kwart (1/4) indiviż,

e) L-intimat bl-ebda mod m'huwa sejjer jiġi preġudikat serjament, anzi l-esponenti jemmnu li l-intimat mhuwa sejjer jiġi preġudikat bl-ebda mod, li kieku dan il-bejgħ isir,

f) Il-prezz propost u l-kundizzjonijiet tat-trasferiment hekk kif jirriżultaw mill-konvenju anness huma ġusti, xierqa u vantaġġjużi tenut kont il-kejl ta' dan il-fond, l-istat li fih jinsab il-bini, kif wkoll il-lokalita li fih jinsab u ċ-ċirkustanzi kollha relatati mal-istess fond;

Għaldaqstant, l-esponenti jitolbu lil din l-Onorabbli Qorti sabiex jogħġobha:

1. Tordna l-pubblikazzjoni ta' dan ir-rikors fil-Gazzetta tal-Gvern u f'gazzetta oħra lokali fit-termini tal-artikolu 495A tal-Kap. 16;

2. Tordna notifika ta' dan ir-rikors lill-intimat wkoll fit-termini ta' dan l-istess artikolu suċitat;

3. Tiddikjara li l-prezz kif ukoll il-kundizzjonijiet proposti għall-bejgħ ta' sehem ir-rikorrenti favur is-soċjetà Karkanja Developments Limited tal-fond ufficjalment markat bin-numru sebgħa u tletin (37), Triq San Ġuzepp, Ix-Xagħra, Għawdex, inkluż il-ġnien retropost kollox tal-kejl ta' cirka ħames mija u ħamsin metri kwadri (550m.k.) huma ġusti u xierqa u li l-istess prezz u kundizzjonijiet għandhom japplikaw għall-bejgħ tas-sehem spettanti lill-intimat minn dan l-istess fond u li għaldaqstant m'hemmx il-ħtieġa li l-fond jiġi stmat minn perit u arkitett inġinier ċivili;

4. Finalment tapprova l-bejgħ propost skont il-kundizzjonijiet indikati fl-istess konvenju u tordna l-pubblikazzjoni tal-att ta' bejgħ anke għal dak li jirrigwarda

a) The property described above has been held between them since the death of the last one of the spouses Romano and Caterina Bajada, who have died over three (3) years ago as will result during the hearing of the case,

b) To date no one has instituted any case before the Court regarding the partition of this property,

c) The respondent as a co-owner is not agreeing to the sale of the property in Triq San Ġużepp, in Xagħra,

d) The applicants, excluding Karkanja Developments Limited, own between them the majority of the shares of this property, precisely three undivided quarters (3/4) while the respondent has the remaining undivided quarter (1/4),

e) The respondent is not going to be seriously prejudiced in any way, on the contrary the applicants believe that the respondent is not going to be prejudiced in any way, if this sale takes place,

f) The proposed price and the conditions of the transfer as they result from the attached promise of sale agreement are fair, appropriate and advantageous considering the size of this property, the state in which the building is found, as well as the location in which it is located and all the circumstances related to the same property;

Accordingly, the applicants ask this Honourable Court to be pleased in:

1. Ordering the publication of this application in the Government Gazette and in another local newspaper in terms of article 495A of the Cap. 16;

2. Ordering notification of this application to the respondent also in terms of this same cited article;

3. Declaring that the price as well as the conditions proposed for the sale of the applicant's share in favour of the company Karkanja Developments Limited of the premises officially marked with the number thirty-seven (37), Triq San Ġużepp, Xagħra, Gozo, included the back garden, in all measuring circa five hundred and fifty square meters (550 m2) are fair and appropriate and that the same price and conditions should apply to the sale of the share pertaining to the respondent from this same premises and that therefore there is no néed for the premises to be evaluated by an architect and civil engineer;

4. Finally it approves the proposed sale according to the conditions indicated in the same promise of sale agreement and orders the publication of the deed of sale also for what relates to

l-kwota spettanti lill-intimat, f'jum, ħin u lok illi jiġu għalhekk iffissati minn din l-Onorabbli Qorti u taħtar lin-Nutara Josianne Mifsud sabiex tippubblika l-kuntratt relattiv;

5. Taħtar kuraturi deputati sabiex jirrappreżentaw lill-eventwali kontumaċi fuq l-att tal-bejgħ.

6. Bl-ispejjeż ta' din il-procedura kollha kontra l-istess intimat.

Illum it-8 ta' Frar 2023

Reġistru tal-Qrati tal-Maġistrati (Għawdex)

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

the quota due to the respondent, on a day, time and place to be purposely established by this Honourable Court and appoints Notary Josianne Mifsud to publish the relative contract;

5. Appoint deputy curators to represent the eventual defaulters on the deed of sale.

6. With the costs of all these proceedings against the same respondent.

Registry of the Court of Magistrates(Gozo)

This 8th February 2023

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Gozo Courts and Tribunals

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B'digriet tat-Tribunal għal Talbiet Żgħar, tal-1 ta' Novembru, 2022, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Vodafone Malta Limited illum Epic Communications Limited (C10865) ta' Skyparks Business Centre, Malta International Airport, Ħal Luqa LQA 4000, ippreżentaw Talba, fit-28 ta' Ottubru 2022, fejn talbu lit-Tribunal sabiex jikkundanna lil Capo Crudo Ltd (C74552) ta' Metropolis Plaza, Triq Testaferrata, Ta' Xbiex, sabiex tħallas lis-soċjetà attriċi s-somma ta' €1088.87, liema ammont huwa dovut lis-soċjetà attriċi.

Bl-ispejjeż u bl-imgħaxijiet

Il-kawża (Avviż numru 299/2022SFJ) hija differita għat-28 ta' Frar, 2023, fin-12.30 p.m.

Reġistru tal-Qorti Maġistrati (Malta), illum 8 ta' Frar, 2023

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By a decree of the Small Claims Tribunal of the 1st November, 2022, the publication of the following extract was ordered for the purpose of service in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

Vodafone Malta Limited (C 10865) today Epic Communications Limited (c 10865) of Skyparks Business Centre, Malta International Airport, Ħal Luqa LQA 4000 filed a Claim on the 28th October, 2022, whereby they asked the Tribunal to condemn Capo Crudo Ltd (C74552) of Metropolis Plaza, Triq Testaferrata, Ta' Xbiex, to pay the plaintiff company the sum of €1088.8, which amount is due to the plaintiff company.

With costs and interests

The case (Claim number 299/2022SFJ) is deferred on the 28th February, 2023, at 12.30 p.m.

Registry of the Courts of Magistrates (Malta), today 8th February, 2023

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals.

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B'digriet tat-Tribunal għal Talbiet Żgħar, tal-1 ta' Novembru, 2022, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

By a decree of the Small Claims Tribunal of the 1st November, 2022, the publication of the following extract was ordered for the purpose of service in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

Vodafone Malta Limited illum Epic Communications Limited (C10865) ta' Skyparks Business Centre, Malta International Airport, Ħal Luqa LQA 4000, ippreżentaw Talba, fit-28 ta' Ottubru, 2022, fejn talbu lit-Tribunal sabiex jikkundanna lil Salvu Cutajar (KI 545382M) ta' 4, Cataleya, Sqaq San Pawl Numru 3, Ħal Luqa, sabiex iħallas lis-soċjetà attriċi s-somma ta' €1648.32, liema ammont huwa dovut lis-soċjetà attriċi.

Bl-ispejjeż u bl-imgħaxijiet

Il-kawża (Avviż numru 309/2022SFJ) hija differita għat-28 ta' Frar, 2023, fin-12.30 p.m.

Reġistru tal-Qorti Maġistrati (Malta) illum 8 ta' Frar 2023.

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

Vodafone Malta Limited (C 10865) today Epic Communications Limited (C10865) of Skyparks Business Centre, Malta International Airport, Ħal Luqa LQA 4000, filed a Claim on the 28th October, 2022, whereby they asked the Tribunal to condemn Salvu Cutajar (ID 545382M) of 4, Cataleya, Sqaq San Pawl Numru 3, Ħal Luqa, to pay the plaintiff company the sum of €1648.32, which amount is due to the plaintiff company.

With costs and interests

The case (Claim number 309/2022SFJ) is deferred on the 28th February, 2023, at 12.30 p.m.

Registry of the Courts of Magistrates (Malta) today 8th February 2023.

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals.

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Permezz ta' digriet mogħti fil-15 ta' Diċembru 2022, mill-Bord li Jirregola l-Kera fl-atti tar-rikors fl-ismijiet Justine Pergola vs Michael Zammit Gauci et, Rikors numru 813/2022JM, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimat Michael Zammit Gauci a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Justine Pergola (KI 0055713A) vs Michael Zammit Gauci (KI 601541M) u l-Awtorità tad-Djar ippreżentat fil-Bord li Jirregola l-Kera, fis-7 ta' Ottubru, 2022, ir-rikorrenti Justine Pergola (KI 0055713A) talbet lil dan l-Onorabbli Bord sabiex:

1. Iwettaq it-test tal-mezzi tal-intimat skont il-liġi u r-Regolamenti dwar it-Tkomplija tal-Kirja (Kriterji tat-Test tal-Mezzi (Avviż Legali 463 tal-2011) kif emendat minn żmien għal żmien; SL16.11);

2. F'każ li dan il-Bord isib li l-intimat ma jissodisfax il-kriterji tad-dħul u tal-kapital tat-test tal-mezzi skont il-liġi ixolji l-kirja favur l-intimat tal-fond bin-numru 79, Windsor Terrace, Tas-Sliema, u jikkundanna lill-intimat jivvaka l-fond fi żmien qasir u perentorju li jiġi prefiss minn dan il-Bord u jagħti dawk il-provvedimenti oħra kollha xierqa inkluż li jistabbilixxi l-kumpens li għandu jitħallas lir-rikorrenti għall-użu tal-fond sakemm irodd il-pussess liberu u vakanti tal-fond lura lir-rikorrenti;

3. F'każ li dan il-Bord isib li l-intimat jissodisfa l-kriterji tad-dħul u tal-kapital tal-mezzi skont il-liġi sabiex jibqa' fil-

By means of a decree of the 15th December 2022 of the Rent Regulation Board, in the records of the application in the names Justine Pergola vs Michael Zammit Gauci et, Application number 813/2022JM, the following publication was ordered for the purpose of effecting service on the respondent Michael Zammit Gauci in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

By means of an application in the names Justine Pergola (ID 0055713A) vs Michael Zammit Gauci (ID 601541M) and Housing Authority filed before the Rent Regulation Board, on the 7th October, 2022, the applicant Justine Pergola (ID 0055713A) requested this Honourable Board to:

1. Carry out the means test of the respondent according to law and according to the Rules of the Continuation Tenancies (Means Testing Criteria) (Legal Notice 463 of 2011 as emended from time to time; SL 16.11);

2. In the event that this Board finds that the respondent does not meet the criteria of the means test of income and capital, dissolve the lease in favour of the respondent of the premises 79, Windsor Terrace, Tas-Sliema, and gives the respondent a short and peremptory time that is fixed by this Board and give all those other appropriate directions, including setting out the compensation to be paid to the applicant for the use of the premises until they return the vacant and free possession of the premises to the applicant;

3. In the event that this Board finds that the respondent meets the criteria of the means tests for income and capital

kirja (a) jirrivedi u jistabbilixxi l-kera li għandha titħallas skont il-liġi fl-ogħla ammont permissibbli; u (b) jistabbilixxi dawk il-kundizzjonijiet ġodda fir-rigward tal-kera u jagħti dawk il-provvedimenti oħra kollha xierqa ai termini tal-Artikolu 4A tal-Kap. 69 skont il-każ;

4. Jagħti dawk il-provvedimenti l-oħra kollha neċessarji u opportuni skont il-liġi.

Rikorrenti: 21, Triq il-Markiż Giuseppe Scicluna, In-Naxxar

Intimat: Michael Zammit Gauci, 79, Windsor Terrace, Tas-Sliema
L-Awtorità tad-Djar

Ir-rikors fl-ismijiet Justine Pergola vs Michael Zammit Gauci et, Rikors numru 813/2022JM, jinsab differit għat-23 ta' Frar, 2023, fl-9.45 a.m.

Reġistru tal-Qrati Superjuri, illum 8 ta' Frar, 2023

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

according to law in order to remain in the lease (a) review and determine the rent to be paid in the highest amount permitted by laws and (b) establish those new conditions regarding the lease and give those other appropriate directions in terms of Article 4A of Cap. 69 according to the case;

4. Gives those all other necessary and opportune directions according to law.

Applicant: 21, Triq il-Markiż Giuseppe Scicluna, Naxxar

Respondent: Michael Zammit Gauci, 79, Windsor Terrace, Tas-Sliema
Housing Authority

The application in the names Justine Pergola vs Michael Zammit Gauci et, Application number 813/2022JM, has been postponed for hearing to the 23rd February, 2023, at 9.45 a.m.

Registry of the Superior Courts, today 8th February, 2023

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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ARB/C003/2023 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fl-4 ta' Frar, 2023, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Natasha Galea Sciberras, LLD). Kumpilazzjoni Numru 106/2023, fil-kawża fl-ismijiet:

Il-Pulizija
(l-Ispettur Alfredo Mangion)

Kontra

AHMED MOHAMED WARSAME, mekkanik, ta' 43 sena, iben Mohamed Warsame u Anab Saed, imwieled is-Somalja fit-2 ta' Frar, 1980, mingħajr indirizz fiss f'Malta u detentur ta' dokument ta' Identifikazzjoni Malti bin-numru 9000782A.

ORDNAT iż-żamma u s-sekwestru f'idejn partijiet terzi b'mod ġenerali l-flus u kull proprjetà mobbli oħra dovuta jew li tappartjeni jew li hija ta' AHMED MOHAMED WARSAME u tipprojbixxi lill-imputat milli jittrasferixxi, jagħti b'rahan, iwiegħed, jipoteka jew jibdel jew xort' oħra jiddisponi minn kwalunkwe proprjetà immobbli jew mobbli li tkun proprjetà ta' jew inkella miżmuma minnu, u

ARB/C003/2023 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 4th February, 2023 given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry – (Magistrate Dr Natasha Galea Sciberras LLD). Compilation Number 106/2023, in the case:

The Police
(Inspector Alfredo Mangion)

Versus

AHMED MOHAMED WARSAME, mechanic, 43 years, son of Mohamed Warsame and Anab Saed, born in Somalia on the 2nd February, 1980, without a fixed address in Malta and holder of Maltese Identification document bearing number 9000782A.

ORDERED the attachment in the hands of third parties in general of all moneys and other movable property due to or pertaining or belonging to AHMED MOHAMED WARSAME and prohibits the accused from transferring, pledging, hypothecating or otherwise changing or disposing of any immovable or movable property owned or otherwise held by him, and this in terms of Article 36 of the Proceeds

dan ai termini tal-Artikolu 36 tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta, tal-Artikolu 22A tal-Ordinanza dwar il-Mediċini Perikoluż i, Kap. 101 tal-Liġijiet ta' Malta u tal-Artikolu 23A tal-Kodiċi Kriminali, Kap. 9 tal-Liġijiet ta' Malta.

Il-Qorti AWTORIZZAT lill-imputat li jirċievi l-ammont ta' tlettax-il elf disa' mija u sitta u sebgħin ewro u erbgħa u għoxrin ċenteżmu (€13,976.24) fis-sena, b'dan illi l-Qorti tiddetermina minn fejn jistgħu jitħallsu jew jiġu riċevuti dawn il-flejjes mill-imputat fuq talba appożita magħmula minnu.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 36, fl-Artikolu 22A u l-Artikolu 23A tkun ħatja ta' reat u teħel meta tinstab ħatja multa ta' mhux iżjed minn tnax-ilelf ewro (€12,000) jew priġunerija għal żmien ta' mhux iżjed minn tnax-il (12) xahar, jew dik il-multa u priġunerija flimkien.

Kull trasferiment ieħor jew tneħħija oħra ta' proprjetà li jsiru bi ksur ta' dik l-ordni tal-Qorti jkunu nulli u ma jkollhom ebda effett fil-liġi.

Illum, 9 ta' Frar, 2023

DIRETTUR, UFFIĊĊJU GĦALL-IRKUPRU TAL-ASSI

of Crime Act, Cap. 621 of the Laws of Malta, Article 22A of the Dangerous Drugs Ordinance, Cap. 101 of the Laws of Malta and Article 23A of the Criminal Code, Cap. 9 of the Laws of Malta.

The Court AUTHORISED the said accused to receive the amount of thirteen thousand, nine hundred and seventy-six euro and twenty-four cents (€13,976.24) per year, provided that the Court is to determine from where these moneys may be perceived or received by the accused, after the submission of an appropriate note by him.

Any person who acts in contravention of the court order mentioned in Article 36, Article 22A and Article 23A referred to above shall be guilty of an offence and shall on conviction be liable to a fine (multa) not exceeding twelve thousand euro (€12,000), or to imprisonment for a period not exceeding twelve (12) months, or to both such fine and imprisonment.

Any transfer or other disposal of any property made in contravention of the said Court order shall be null and without effect at law.

Today 9th February, 2023

DIRECTOR, ASSET RECOVERY BUREAU

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B'digriet tat-Tribunal għal Talbiet Żgħar, tat-3 ta' Awwissu, 2021, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-Artikolu 187(3) et seq tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Il-Perit Duncan Muscat (KI 529875M) ta' 2 Kent Court, Triq San Pawl, In-Naxxar, ippreżenta Talba, fit-22 ta' Lulju 2021, fejn talab lit-Tribunal sabiex jikkundanna lil Christopher Vella ta' 19, Triq il-Konservatorju, Il-Furjana, sabiex iħallas lis-soċjetà attriċi s-somma ta' €4183.45, liema ammont huwa dovut lill-attur.

Bl-ispejjeż u bl-imgħaxijiet legali

Il-kawża (Avviż numru 213/2021DBM) hija differita għas-27 ta' Frar, 2023, fin-12.30 p.m.

Reġistru tal-Qorti Maġistrati (Malta), illum 9 ta' Frar, 2023

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By a decree of the Small Claims Tribunal of the 3rd August 2021, the publication of the following extract was ordered for the purpose of service in terms of Article 187(3) et seq of the Code of Organisation and Civil Procedure (Cap. 12).

Architect Duncan Muscat (ID 529875M) of 5, Kent Court, Triq San Pawl, Naxxar filed a Claim on the 22nd July, 2021, whereby he asked the Tribunal to condemn Christopher Vella of 19, Triq il-Konservatorju, Floriana, to pay the plaintiff company the sum of €4183.45, which amount is due to the plaintiff.

With costs and legal interests

The case (Claim number 213/2021DBM) is deferred on the 27th February, 2023, at 12.30 p.m.

Registry of the Courts of Magistrates (Malta), today 9th February, 2023

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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