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NOTIFIKAZZJONIJIET TAL-GVERN

Nru. 1077

ĦATRA TA' AĠENT ACCOUNTANT GENERAL

IS-SEGRETARJU Permanenti fil-Ministeru għall-Finanzi u x-Xogħol, approva l-ħatra temporanja li ġejja:

ISEM *NAME*	POŻIZZJONI *POSITION*	DIPARTIMENT *DEPARTMENT*	DATA *DATE*
Is-Sa Marisabelle Azzopardi	Accountant General *Accountant General*	Teżor *Treasury*	11.8.2023 - 17.8.2023

L-4 ta' Awwissu, 2023

Nru. 1078

ATT DWAR IL-PROFESSJONI NUTARILI U ARKIVJI NUTARILI (KAP. 55)

Nomina ta' Nutar Delegat/Konservatur

NGĦARRFU b'dan illi bis-saħħa tas-setgħat mogħtijin bl-artikolu 20 tal-Att dwar il-Professjoni u Arkivji Nutarili, il-Qorti ta' Reviżjoni Nutarili innominat lin-Nutar Dottor Stephenie Sant bħala Nutar delegat u konservatur tal-atti tan-Nutar Dr. Nicole Cassar u dan għall-perjodu bejn il-5 ta' Awwissu, 2023 u l-15 ta' Awwissu, 2023.

Illum, it-3 ta' Awwissu, 2023

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

Nru. 1079

ATT DWAR IL-ĦADDIEMA D-DEHEB U L-ĦADDIEMA L-FIDDA (ARĠENTIERA) (KAP. 46)

IL-KUMMISSARJU tat-Taxxi Interni jgħarraf illi, fid-data li tidher hawn taħt, il-prezz tad-deheb u l-fidda li fuqu huma bbażati l-valutazzjonijiet magħmulin mill-Konslu għall-Ħaddiema d-Deheb u l-Ħaddiema l-Fidda ġie ffissat għall-finijiet tal-artikolu 14 tal-imsemmi Att kif ġej:

Data *Date*	Deheb Pur Gramma *Pure Gold* *Grams*	Fidda Pura Gramma *Pure Silver* *Grams*
4.8.2023	€57.101	€0.716

L-4 ta' Awwissu, 2023

GOVERNMENT NOTICES

No. 1077

APPOINTMENT OF ACTING ACCOUNTANT GENERAL

THE Permanent Secretary in the Ministry for Finance and Employment, has approved the following acting appointment:

ISEM *NAME*	POŻIZZJONI *POSITION*	DIPARTIMENT *DEPARTMENT*	DATA *DATE*
Is-Sa Marisabelle Azzopardi	Accountant General *Accountant General*	Teżor *Treasury*	11.8.2023 - 17.8.2023

4th August, 2023

No. 1078

NOTARIAL PROFESSION AND NOTARIAL ARCHIVES ACT (CAP. 55)

Appointment of Notary Delegate/Keeper

IT is hereby notified that in exercise of the powers conferred by Section 20 of the Notarial Profession and Notarial Archives Act, the Court of Revision of Notarial Acts has appointed Notary Dr. Stephenie Sant to be Notary delegate and keeper of the Acts for Notary Dr. Nicole Cassar for the period between the 5th August, 2023 and the 15th August, 2023.

Today, the 3rd August, 2023

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

No. 1079

GOLDSMITHS AND SILVERSMITHS ACT (CAP. 46)

THE Commissioner of Inland Revenue notifies that, on the date shown hereunder, the price of gold and silver on which valuations made by the Consul for Goldsmiths and Silversmiths are based has been fixed for the purposes of article 14 of the said Act as follows:

Data *Date*	Deheb Pur Gramma *Pure Gold* *Grams*	Fidda Pura Gramma *Pure Silver* *Grams*
4.8.2023	€57.101	€0.716

4th August, 2023

Nru. 1080

NUMRI ĠODDA TA' BIBIEN F'ĦAL KIRKOP

BIS-SAĦĦA tal-poteri mogħtija bl-artikolu 115 tal-Kodiċi tal-Liġijiet tal-Pulizija (Kap. 10), il-Prim Ministru għoġbu jordna illi n-numri/ismijiet ta' bibien fit-triq imsemmija f'Ħal Kirkop hawn taħt elenkati u speċifikati f'din l-iskeda, għandhom jinbidlu kif jidher fl-iskeda msemmija.

No. 1080

NUMBERING OF DOORS AT ĦAL KIRKOP

IN exercise of the powers conferred by section 115 of the Code of Police Laws (Cap. 10), the Prime Minister has been pleased to order that the numbers/names of the doors in the undermentioned street at Ħal Kirkop, specified in the subjoined schedule, be altered as stated in the said schedule.

SKEDA/*SCHEDULE*
ĦAL KIRKOP

TRIQ SAN LEONARDU

In-naħa tax-xellug meta tidħol minn Triq Dun Carlo Taliana

Left side entering from Triq Dun Carlo Taliana

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
Persjana	1
2, Lourdes	3
3, St Joseph	5
4 (Garaxx)	7
Garaxx	9
Lirios Blancos	11
7	13
8 (Garaxx)	15
Bieb bla numru	17
10	19
Garaxx	21
12, St Leonard	23
13	25
Garaxx	27
Bieb bla numru	29
15	31
Garaxx	33
17, Tal-Ikħal	35
Bieb bla numru	37
20 (Garaxx)	39
24	41
25	43
26, Il-Ġardina	45
Bieb bla numru	47
Garaxx	49
29, Iz-Zokkra	51
Garaxx	53
Bieb bla numru	55
32	57
33	59
Garaxx	61
34	63
Bieb bla numru	65
Bieb bla numru	67

In-naħa tal-lemin meta tidħol minn Triq Dun Carlo Taliana

Right side entering from Triq Dun Carlo Taliana

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
90, Zulli (Flettijiet)	2
89, St Mary	4
88	6
87	8
Garaxx	10
85 (Persjana)	12
84	14
83 (Persjana)	16
82, Ġesù Redentur	18
Garaxx	20
Bieb bla numru	22
81	24
80	26
Garaxx	28
79, Tal-Kappell	30
78	32
77, Ta' Mari Carm	34
76	36
75 (Garaxx)	38
74, ChrisMar	40
Garaxx	42
73, Ta' Katrin	44
71, Is-Setaħ	46
Garaxx	48
Bieb bla numru	50
Bieb bla numru	52
69, Polpero	54
Bieb bla numru	56
70, Santa Liena	58
69	60
69 (Garaxx)	62
68	64
67	66
Bieb bla numru	68

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
37	69	65	70
Bieb imbarrat	71	64	72
Garaxx	73	Garaxx	74
Grada	75	Garaxx	76
Garaxx	77	62	78
40	79	Bieb bla numru	80
41	81	Bieb bla numru	82
Bieb bla numru	83	60	84
43	85	Bieb bla numru	86
Bieb bla numru	87	58	88
45	89	57	90
46	91	56, Joylen	92
47	93	Garaxx	94
Garaxx	95	54, Redeemer	96
Bieb bla numru	97	Bieb bla numru	98
Garaxx	99	52, St Joseph	100
50	101	2	102
Garaxx	103	M Cubed Suites (Flettijiet)	104
51	105	1	106
Garaxx	107	Daħla għall-garaxxijiet	108

Nru. 1081

NUMRI ĠODDA TA' BIBIEN F'MARSASKALA

Emendi

B'RIFERENZA għan-Notifikazzjonijiet tal-Gvern Nri. 708 tat-3 ta' Ottubru, 1997 u 7 tat-3 ta' Jannar, 2020, taħt it-titlu 'Numri ġodda ta' bibien f'Marsaskala', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

No. 1081

NUMBERING OF DOORS AT MARSASKALA

Amendments

WITH reference to Government Notices Nos. 708 dated 3rd October, 1997 and 7 dated 3rd January, 2020, under the title 'Renumbering of doors at Marsaskala', the following amendments in **bold** should be made.

MARSASKALA

15. TRIQ GĦAXQET L-GĦAJN

In-naħa tax-xellug meta tidħol minn Triq il-Blajjiet

Left side entering from Triq il-Blajjiet

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*

In-naħa tal-lemin meta tidħol minn Triq il-Blajjiet

Right side entering from Triq il-Blajjiet

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
18, Ġiżimina	12
Garaxx (Grada)	14
52, Redeemer	16

għandhom jinqraw

should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
12, Ġiżimina	12
Bieb bla numru	**14**
Wisteria Court	**14A**
Bieb bla numru	**14B**
Daħla għall-garaxxijiet	**14C**
16	16

Nru. 1082

NUMRI ĠODDA TA' BIBIEN F'MARSASKALA

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 708 tat-3 ta' Ottubru, 1997, taħt it-titlu 'Numri ġodda ta' bibien f'Marsaskala', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

No. 1082

NUMBERING OF DOORS AT MARSASKALA

Amendments

WITH reference to Government Notice No. 708 dated 3rd October, 1997, under the title 'Renumbering of doors at Marsaskala', the following amendments in **bold** should be made.

MARSASKALA

19. TRIQ IL-ĦORTAN

In-naħa tax-xellug meta tidħol minn Triq il-Ġemmugħa

Left side entering from Triq il-Ġemmugħa

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
146, Fionkar	55
Garaxx	57
147-148, Mariapolis	59
Garaxx	61
149, Stuart	63

In-naħa tal-lemin meta tidħol minn Triq il-Ġemmugħa

Right side entering from Triq il-Ġemmugħa

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
55, Fionkar	55
Sunshine	**57**
Daħla għall-garaxxijiet	**57A**
59, Maria Polis (Flettijiet)	**59**
LeeLuke	**59A**
Garaxx	**61**
Misty	**61A**
63, Stuart	63

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*

L-4 ta' Awwissu, 2023

4th August 2023

Nru. 1083

NUMRI ĠODDA TA' BIBIEN F'ĦAL TARXIEN

Emenda

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 840 tat-23 ta' Ottubru, 2009, taħt it-titlu 'Numri ġodda ta' bibien f'Ħal Tarxien', għandha ssir din l-emenda kif indikata b'tipi **grassi**.

No. 1083

NUMBERING OF DOORS AT ĦAL TARXIEN

Amendment

WITH reference to Government Notice No. 840 dated 23rd October, 2009, under the title 'Renumbering of doors at Ħal Tarxien', the following amendment in **bold** should be made.

ĦAL TARXIEN

1. TRIQ DUN KARM SANT

In-naħa tax-xellug meta tidħol minn Triq San Tumas

Left side entering from Triq San Tumas

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Our Nest	27

In-naħa tal-lemin meta tidħol minn Triq San Tumas

Right side entering from Triq San Tumas

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Żernieq	29		
Garaxx	31		
Casa Padre Pio	33		

għandha tinqara
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
27, Our Nest	27		
Bieb bla numru (Flettijiet)	**29**		
31 (Garaxx)	31		
33, Padre Pio	33		

L-4 ta' Awwissu, 2023 4th August 2023

Nru. 1084

NUMRI ĠODDA TA' BIBIEN FIŻ-ŻEJTUN

Emenda u Prolungament

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 405 tat-12 ta' Mejju, 2000, taħt it-titlu 'Numri ġodda ta' bibien fiż-Żejtun', għandhom isiru din l-emenda u prolungament kif indikati b'tipi **grassi**.

No. 1084

NUMBERING OF DOORS AT IŻ-ŻEJTUN

Amendment and Prolongation

WITH reference to Government Notice No. 405 dated 12th May 2000, under the title 'Renumbering of doors at Iż-Żejtun', the following amendment and prolongation in **bold** should be made.

IŻ-ŻEJTUN

37. TRIQ IL-ĦADDARA

In-naħa tax-xellug meta tidħol minn Triq Alfred Cachia Zammit
Left side entering from Triq Alfred Cachia Zammit

In-naħa tal-lemin meta tidħol minn Triq Alfred Cachia Zammit
Right side entering from Triq Alfred Cachia Zammit

Emenda – *Amendment*

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Antlene	21		
Garaxx	23		

għandha tinqara
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
21, Antlene	21		
Armonia	**23**		

Prolungament – *Prolongation*

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Armonia	23		

għandu jiżdied
should be added

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
23 (Garaxx)	**25**		

L-4 ta' Awwissu, 2023 4th August 2023

Nru. 1085

TISMIJA TA' TOROQ F'MALTA

BIS-SAĦĦA tal-poteri mogħtija bil-Leġiżlazzjoni Sussidjarja 363.10, il-Prim Ministru ordna t-tismija tat-toroq kif speċifikat u indikat hawn taħt.

No. 1085

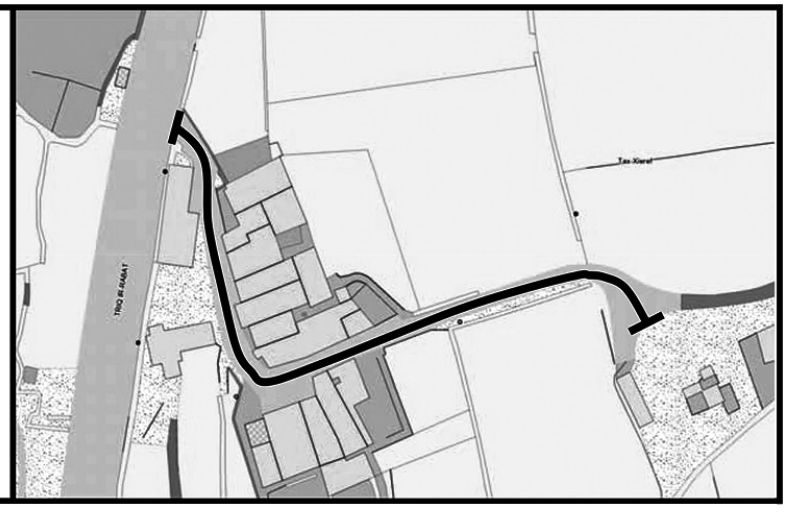
NAMING OF STREETS IN MALTA

IN exercise of the powers conferred by Subsidiary Legislation 363.10, the Prime Minister has directed the naming of the streets as specified and indicated hereunder.

ĦAD-DINGLI

Sqaq fi Triq ir-Rabat, indikat b'linja fuq il-mappa hawn riprodotta, jissemma:

TRIQ IR-RABAT, SQAQ NRU 3



ĦAD-DINGLI

KJARIFIKA TA' ESTENSJONI

Triq it-Turretta għandha tibda k/m Triq Panoramika u tispiċċa k/m Triq il-Maddalena, hekk kif indikata b'linja fuq il-mappa hawn riprodotta.

TRIQ IT-TURRETTA



IN-NAXXAR

Triq bla isem, indikata b'linja fuq il-mappa hawn riprodotta, tissemma:

TRIQ WIED BORDI



AVVIŻ TAL-PULIZIJA

Nru. 158

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.

Ir-Rabat, Għawdex

Nhar il-Ġimgħa, 4 ta' Awwissu, 2023, mit-8.00 p.m. sal-Ħadd, 6 ta' Awwissu, 2023, fis-6.00 a.m., minn Triq Fortunato Mizzi, Triq ir-Repubblika, Pjazza l-Indipendenza, Pjazza J. F. Kennedy, Triq il-Kastell, Triq Sir Adrian Dingli u Pjazza Savina;

Nhar l-Erbgħa, 9 ta' Awwissu, 2023, mit-8.00 a.m. sa nofsinhar, minn Triq il-Kastell;

Nhar l-Erbgħa, 9 ta' Awwissu, 2023, mis-2.00 p.m sas-7.00 p.m., minn Triq ir-Repubblika u Triq l-Exchange;

Nhar l-Erbgħa, 9 ta' Awwissu, 2023, mis-7.00 p.m. sa nofsillejl, minn Triq ir-Repubblika (minn Villa Rundle sa salib it-toroq);

Nhar il-Ġimgħa, 11 ta' Awwissu, 2023, mit-8.00 a.m. sas-2.00 p.m., minn Triq ir-Repubblika (għeluq minn karreġġjata waħda minn salib it-toroq għal Villa Rundle);

Nhar il-Ġimgħa, 11 ta' Awwissu, 2023, mis-2.00 p.m. sat-3.00 a.m., minn Triq ir-Repubblika (minn salib it-toroq għal Villa Rundle);

Nhar il-Ġimgħa, 11 ta' Awwissu, 2023, mis-7.30 p.m. sat-3.00 a.m., minn Triq il-Kapuċċini, Triq Patri Manuel Magri, Triq Dirjanu Lanzon, Triq Sir Luigi Camilleri, Triq l-Exchange u Triq ir-Repubblika;

Nhar il-Ġimgħa, 11 ta' Awwissu, 2023, minn 00.01 a.m. sat-3.00 a.m., minn Triq ir-Repubblika;

Nhar il-Ġimgħa, 11 ta' Awwissu, 2023, mis-1.00 p.m. sat-3.00 a.m. (sospensjoni ta' parkeġġ biss) minn Triq Ninu Cremona;

Nhar is-Sibt, 12 ta' Awwissu, 2023, mill-5.00 p.m. sat-3.00 a.m., minn Triq ir-Repubblika (Triq l-Exchange għal Villa Rundle);

POLICE NOTICE

No. 158

The Commissioner of Police hereby notifies that in terms of Subsidiary Legislation 65.05 and Subsidiary Legislation 65.13, Triq 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.

Victoria, Gozo

On Friday, Triq 4th August, 2023, from 8.00 p.m. till Sunday, 6th August, 2023, at 6.00 a.m., through Triq Fortunato Mizzi, Triq ir-Repubblika, Pjazza l-Indipendenza, Pjazza J. F. Kennedy, Triq il-Kastell, Triq Sir Adrian Dingli and Pjazza Savina;

On Wednesday, 9th August, 2023, from 8.00 a.m. till noon, through Triq il-Kastell;

On Wednesday, 9th August, 2023, from 2.00 p.m. till 7.00 p.m., through Triq ir-Repubblika and Triq l-Exchange;

On Wednesday, 9th August, 2023, from 7.00 p.m. till midnight, through Triq ir-Repubblika (from Villa Rundle to cross roads);

On Friday, 11th August, 2023, from 8.00 a.m. till 2.00 p.m., through Triq ir-Repubblika (closure of one lane from cross roads to Villa Rundle);

On Friday, 11th August, 2023, from 2.00 p.m. till 3.00 a.m., through Triq ir-Repubblika (from cross roads to Villa Rundle);

On Friday, 11th August, 2023, from 7.30 p.m. till 3.00 a.m., through Triq il-Kapuċċini, Triq Patri Manuel Magri, Triq Dirjanu Lanzon, Triq Sir Luigi Camilleri, Triq l-Exchange and Triq ir-Repubblika;

On Friday, 11th August, 2023, from 00.01 a.m. till 3.00 a.m., through Triq ir-Repubblika;

On Friday, Triq 11th August, 2023, from 1.00 p.m. till 3.00 a.m. (no parking only) through Triq Ninu Cremona;

On Saturday, 12th August, 2023, from 5.00 p.m. till 3.00 a.m., through Triq ir-Repubblika (Triq l-Exchange to Villa Rundle);

Nhar is-Sibt, 12 ta' Awwissu, 2023, mis-7.30 p.m. sas-2.00 a.m., minn Triq Gedrin, Triq Sant'Ursola, Pjazza Savina, Triq Sir Adrian Dingli, Pjazza l-Indipendenza u Triq ir-Repubblika;

On Saturday, 12th August, 2023, from 7.30 p.m. till 2.00 a.m., through Triq Gedrin, Triq Sant'Ursola, Pjazza Savina, Triq Sir Adrian Dingli, Pjazza l-Indipendenza and Triq ir-Repubblika;

Nhar is-Sibt, 12 ta' Awwissu, 2023, mis-7.30 p.m. sat-3.00 a.m. (sospensjoni ta' parkeġġ biss) minn Triq Ninu Cremona;

On Saturday, 12th August, 2023, from 7.30 p.m. till 3.00 a.m. (no parking only) through Triq Ninu Cremona;

Nhar il-Ħadd, 13 ta' Awwissu, 2023, mis-7.30 p.m. sas-2.00 a.m., minn Triq ir-Repubblika u Pjazza l-Indipendenza;

On Sunday, 13th August, 2023, from 7.30 p.m. till 2.00 a.m., through Triq ir-Repubblika and Pjazza l-Indipendenza;

Nhar il-Ħadd, 13 ta' Awwissu, 2023, mis-7.00 p.m. sat-3.00 a.m. (sospensjoni ta' parkeġġ biss) minn Triq Ninu Cremona;

On Sunday, 13th August, 2023, from 7.00 p.m. till 3.00 a.m. (no parking only) through Triq Ninu Cremona;

Nhar it-Tnejn, 14 ta' Awwissu, 2023, mill-11.00 a.m sat-3.00 a.m., minn Triq ir-Repubblika (minn salib it-toroq għal Pjazza l-Indipendenza);

On Monday, 14th August, 2023, from 11.00 a.m till 3.00 a.m., through Triq ir-Repubblika (from cross roads to Pjazza l-Indipendenza);

Nhar it-Tnejn, 14 ta' Awwissu, 2023, mid-9.00 a.m. sas-1.00 p.m., mit-Telgħa tal-Belt, Pjazza l-Indipendenza u Triq ir-Repubblika;

On Monday, 14th August, 2023, from 9.00 a.m. till 1.00 p.m., through Telgħa tal-Belt, Pjazza l-Indipendenza and Triq ir-Repubblika;

Nhar it-Tnejn, 14 ta' Awwissu, 2023, mit-3.30 p.m. sas-7.30 p.m., minn Triq Sir M. A. Refalo, Pjazza l-Indipendenza, Telgħa tal-Belt u Pjazza Katidral;

On Monday, 14th August, 2023, from 3.30 p.m. till 7.30 p.m., through Triq Sir M. A. Refalo, Pjazza l-Indipendenza, Telgħa tal-Belt and Pjazza Katidral;

Nhar it-Tnejn, 14 ta' Awwissu, 2023, mis-7.00 p.m. sat-3.00 a.m. (sospensjoni ta' parkeġġ biss) minn Triq Ninu Cremona;

On Monday, 14th August, 2023, from 7.00 p.m. till 3.00 a.m. (no parking only) through Triq Ninu Cremona;

Nhar it-Tnejn, 14 ta' Awwissu, 2023, mill-10.00 a.m. sal-Erbgħa, 16 ta' Awwissu, 2023, fit-3.00 a.m. minn Triq il-Ħaġġarija, Triq il-Kastell, Pjazza Katidral u Telgħa tal-Belt.

On Monday, 14th August, 2023, from 10.00 a.m. till Wednesday, 16th August, 2023, at 3.00 a.m. through Triq il-Ħaġġarija, Triq il-Kastell, Pjazza Katidral and Telgħa tal-Belt.

Nhar it-Tnejn, 14 ta' Awwissu, 2023, mis-7.00 p.m. sas-2.00 a.m., minn Triq ir-Repubblika, Pjazza l-Indipendenza u Pjazza Savina;

On Monday, 14th August, 2023, from 7.00 p.m. till 2.00 a.m., through Triq ir-Repubblika, Pjazza l-Indipendenza and Pjazza Savina;

Nhar it-Tlieta, 15 ta' Awwissu, 2023, mis-2.00 a.m. sal-5.00 a.m., minn Pjazza Savina;

On Tuesday, 15th August, 2023, from 2.00 a.m. till 5.00 a.m., Triq through Pjazza Savina;

Nhar it-Tlieta, 15 ta' Awwissu, 2023, mid-9.00 a.m. sat-3.00 p.m., minn Triq Sir M. A. Refalo, Triq Sir Adrian Dingli, Pjazza Savina, Triq Santa Marija, Triq il-Librerija, Triq Alfons Marija Hili, Triq il-Karità, Pjazza San Ġorġ, Trejqet is-Suq u Pjazza l-Indipendenza;

On Tuesday, 15th August, 2023, from 9.00 a.m. till 3.00 p.m., through Triq Sir M. A. Refalo, Triq Sir Adrian Dingli, Pjazza Savina, Triq Santa Marija, Triq il-Librerija, Triq Alfons Marija Hili, Triq il-Karità, Pjazza San Ġorġ, Trejqet is-Suq and Pjazza l-Indipendenza;

Nhar it-Tlieta, 15 ta' Awwissu, 2023, mis-2.30 p.m. sas-6.00 p.m., minn Triq Fortunato Mizzi, Triq ir-Repubblika u Pjazza l-Indipendenza;

On Tuesday, 15th August, 2023, from 2.30 p.m. till 6.00 p.m., through Triq Fortunato Mizzi, Triq ir-Repubblika and Pjazza l-Indipendenza;

Nhar it-Tlieta, 15 ta' Awwissu, 2023, mill-4.00 p.m. sas-2.00 a.m., minn Pjazza Katidral, Triq Sir M. A. Refalo, Pjazza Savina, Triq Santa Marija, Pjazza l-Indipendenza, Triq il-Librerija, Pjazza Santu Wistin, Triq il-Vajringa, Pjazza San Franġisk, Triq Palma, Triq ir-Repubblika u t-Telgħa tal-Belt;

On Tuesday, 15th August, 2023, from 4.00 p.m. till 2.00 a.m., through Pjazza Katidral, Triq Sir M. A. Refalo, Pjazza Savina, Triq Santa Marija, Pjazza l-Indipendenza, Triq il-Librerija, Pjazza Santu Wistin, Triq il-Vajringa, Pjazza San Franġisk, Triq Palma, Triq ir-Repubblika and Telgħa tal-Belt;

Nhar it-Tlieta, 15 ta' Awwissu, 2023, mill-5.00 a.m. sa nofsillejl, minn Triq il-Ħaġġarija.

Trasport pubbliku jista' jkun affettwat.

L-Imġarr

Iċ-ċaqliq tat-traffiku kollu (traġitt u parkeġġ) huwa projbit nhar il-Ħadd, 6 ta' Awwissu, 2023, għeluq tat-toroq minn nofsinhar sa nofsillejl u hemm bżonn clearance mis-2.00 p.m. sa nofsillejl minn parti minn Triq il-Kbira, Wesgħet il-Ġublew, Triq Dun Edgar, parti minn Triq Sir Harry Luke, parti minn Triq Ramiro Calì, parti minn Triq Fisher, parti minn Triq Mons. Orazio Vella u Triq il-Kurat Chetcuti,

Għeluq tat-toroq biss minn nofsinhar sa nofsillejl minn parti minn Triq San Pawl, parti minn Triq Ramiro Calì u parti minn Triq Fisher,

Trasport pubbliku se jkun affettwat minn nofsinhar sa nofsillejl fi Triq Sir Harry Luke, Triq Fisher u Wesgħet il-Ġublew;

Iċ-ċaqliq tat-traffiku kollu (traġitt u parkeġġ) huwa projbit nhar it-Tnejn, 9 ta' Awwissu, 2023, mill-5.00 p.m. sas-7.00 p.m., għeluq tat-toroq u hemm bżonn clearance minn parti minn Triq San Pawl, parti minn Triq Santa Marija, parti minn Triq Fisher u Wesgħet il-Ġublew;

Iċ-ċaqliq tat-traffiku kollu (traġitt u parkeġġ) huwa projbit nhar is-Sibt, 12 ta' Awwissu, 2023, għeluq tat-toroq u hemm bżonn clearance mill-4.00 p.m. san-00.30 a.m. tal-Ħadd, 13 ta' Awwissu, 2023, minn Wesgħet il-Ġublew u parti minn Triq il-Kurat Chetcuti,

Trasport pubbliku se jkun affettwat mill-4.00 p.m. san 00.30 a.m. tal-ġurnata ta' wara fi Triq il-Kbira u Wesgħet il-Ġublew;

Iċ-ċaqliq tat-traffiku kollu (traġitt u parkeġġ) huwa projbit nhar l-Erbgħa, 16 ta' Awwissu, 2023, għeluq tat-toroq u clearance mit-8.00 p.m. sa nofsillejl minn parti minn Triq il-Kbira u Wesgħet il-Ġublew,

Trasport pubbliku se jkun affettwat mit-8.00 p.m. sa nofsillejl minn Triq Sir Harry Luke, Triq il-Kbira, Triq Fisher u Wesgħet il-Ġublew;

Iċ-ċaqliq tat-traffiku kollu (traġitt u parkeġġ) huwa projbit nhar il-Ġimgħa, 18 ta' Awwissu, 2023, għeluq tat-toroq mis-7.00 p.m. sas-1.00 a.m. tal-Ħadd, 20 ta' Awwissu, 2023, hemm bżonn clearance mill-4.00 p.m. sas-1.00 a.m. tal-Ħadd, 20 ta' Awwissu, 2023, minn parti minn Triq il-Kbira, Triq Vitale, parti minn Triq San Pawl, parti minn Triq Fisher, parti minn Triq Sir Harry Luke u Wesgħet il-Ġublew,

On Tuesday, 15th August, 2023, from 5.00 a.m. till midnight, through Triq il-Ħaġġarija.

Public transport may also be affected.

Mġarr

All the traffic movement (transit and parking) is prohibited on Sunday, 6th August, 2023, road closure from noon till midnight and road clearance from 2.00 p.m. till midnight through part of Triq il-Kbira, Triq Wesgħet il-Ġublew, Triq Dun Edgar, part of Triq Sir Harry Luke, part of Triq Ramiro Calì, part of Triq Fisher, part of Triq Mons. Orazio Vella and Triq il-Kurat Chetcuti,

Road closure only from noon till midnight through part of Triq San Pawl, part of Triq Ramiro Calì and part of Triq Fisher,

Public transport will be affected from noon till midnight in Triq Sir Harry Luke, Triq Fisher and Wesgħet il-Ġublew;

All the traffic movement (transit and parking) is prohibited on Monday, 9th August, 2023, from 5.00 p.m. till 7.00 p.m., road closure and road clearance through part of Triq San Pawl, part of Triq Santa Marija, part of Triq Fisher and Wesgħet il-Ġublew;

All the traffic movement (transit and parking) is prohibited on Saturday, 12th August, 2023, road closure and road clearance from 4.00 p.m. till 00.30 a.m. of Sunday, 13th August, 2023, through Wesgħet il-Ġublew and part of Triq il-Kurat Chetcuti,

Public transport will be affected from 4.00 p.m. till 00.30 a.m. of the following day in Triq il-Kbira and Wesgħet il-Ġublew;

All the traffic movement (transit and parking) is prohibited on Wednesday, 16th August, 2023, road closure and clearance from 8.00 p.m. till midnight through part of Triq il-Kbira and Wesgħet il-Ġublew,

Public transport will be affected from 8.00 p.m. till midnight through Triq Sir Harry Luke, Triq il-Kbira, Triq Fisher and Wesgħet il-Ġublew;

All the traffic movement (transit and parking) is prohibited on Friday, 18th August, 2023, road closure from 7.00 p.m. till 1.00 a.m. of Sunday, 20th August, 2023, road clearance from 4.00 p.m. till 1.00 a.m. of Sunday, 20th August, 2023, through part of Triq il-Kbira, Triq Vitale, part of Triq San Pawl, part of Triq Fisher, part of Triq Sir Harry Luke and Wesgħet il-Ġublew,

Trasport pubbliku se jkun affettwat fi Triq Sir Harry Luke, Triq Fisher u Wesgħet il-Ġublew mis-7.00 p.m. sas-1.00 a.m. tal-ġurnata ta' wara;

Iċ-ċaqliq tat-traffiku kollu (traġitt u parkeġġ) huwa projbit nhar is-Sibt, 19 ta' Awwissu, 2023, għeluq tat-toroq u clearance mis-6.00 p.m. sa nofsillejl minn parti minn Triq il-Kbira, parti minn Triq Dun Edgar, Wesgħet il-Ġublew, Triq il-Kurat Chetcuti, parti minn Triq Sir Harry Luke u parti minn Triq Fisher,

Trasport pubbliku se jkun affettwat mis-6.00 p.m. sa nofsillejl fi Triq Sir Harry Luke, Triq Fisher u Wesgħet il-Ġublew;

Iċ-ċaqliq tat-traffiku kollu (traġitt u parkeġġ) huwa projbit nhar il-Ħadd, 20 ta' Awwissu, 2023, għeluq tat-toroq u clearance from 11.30 a.m. till 1.30 p.m. minn parti minn Triq il-Kbira u parti minn Triq Dun Edgar,

Trasport pubbliku se jkun affettwat mill-11.30 a.m. sas-1.30 p.m. fi Triq il-Kbira u Wesgħet il-Ġublew;

Nhar il-Ħadd, 20 ta' Awwissu, 2023, għeluq tat-toroq u clearance mit-3.00 p.m. sa nofsillejl minn parti minn Triq il-Kbira, Triq Vitale, parti minn Triq San Pawl, parti minn Triq Santa Marija, parti minn Triq Fisher, parti minn Triq Sir Harry Luke u Wesgħet il-Ġublew,

Trasport pubbliku se jkun affettwat mit-3.00 p.m. sa nofsillejl fi Triq Sir Harry Luke, Triq Fisher u Wesgħet il-Ġublew.

Iż-Żurrieq

Minn nhar is-Sibt, 26 ta' Awwissu, 2023, fis-6.00 a.m. sat-Tnejn, 4 ta' Settembru, 2023, fil-11.00 p.m., minn Triq il-Kbira, Triq P. P. Saydon, Misraħ Mattia Preti u Misraħ ir-Repubblika;

Minn nhar it-Tnejn, 28 ta' Awwissu, 2023, fis-2.00 p.m. sal-Ħadd, 3 ta' Settembru, 2023, f'nofsillejl, minn Vjal il-Blue Grotto li jibda minn kantuniera ma' Triq Dun Ġużepp Zammit sa kantuniera ma' Triq il-Qrendi;

Nhar il-Ħadd, 27 ta' Awwissu, 2023, mill-5.00 p.m. sas-1.00 a.m., minn Misraħ ir-Repubblika, Triq il-Karmnu, Triq San Pawl, Triq Santa Katarina, Triq Arthur Dimech, Triq is-Sajjieda, Triq Leli Camilleri, Triq it-23 ta' Lulju 1942, u Triq San Bartilmew;

Nhar it-Tnejn, 28 ta' Awwissu, 2023, mill-5.00 p.m. sas-1.00 a.m., minn Triq San Mikiel, Triq San Martin, Triq Vincenzo Caruana, Triq Santa Klementina, Vjal l-Indipendenza, Triq Vincent Dimech, Triq Salvu Psaila, Triq Matteolo Saliba, Triq Bronja, Triq Sant'Andrija, Triq San Bartilmew, Triq il-Ħaddiema, Misraħ Mattia Preti, Triq San Nikola, Triq iċ-Ċombini, Triq l-Inġiniera, Triq il-Kbira u Misraħ Repubblika;

Public transport will be affected on Triq Sir Harry Luke, Triq Fisher and Wesgħet il-Ġublew from 7.00 p.m. till 1.00 a.m. of the following day;

All the traffic movement (transit and parking) is prohibited on Saturday, 19th August, 2023, road closure and clearance from 6.00 p.m. till midnight through part of Triq il-Kbira, part of Triq Dun Edgar, Wesgħet il-Ġublew, Triq il-Kurat Chetcuti, part of Triq Sir Harry Luke and part of Triq Fisher,

Public transport will be affected from 6.00 p.m. till midnight in Triq Sir Harry Luke, Triq Fisher and Wesgħet il-Ġublew;

All the traffic movement (transit and parking) is prohibited on Sunday, 20th August, 2023, road closure and clearance from 11.30 a.m. till 1.30 p.m. through part of Triq il-Kbira and part of Triq Dun Edgar,

Public transport will be affected from 11.30 a.m. till 1.30 p.m. in Triq il-Kbira and Wesgħet il-Ġublew;

On Sunday, 20th August, 2023, road closure and clearance from 3.00 p.m. till midnight through part of Triq il-Kbira, Triq Vitale, part of Triq San Pawl, part of Triq Santa Marija, part of Triq Fisher, part of Triq Sir Harry Luke and Wesgħet il-Ġublew,

Public transport will be affected from 3.00 p.m. till midnight in Triq Sir Harry Luke, Triq Fisher and Wesgħet il-Ġublew.

Żurrieq

From Saturday, 26th August, 2023, at 6.00 a.m., till Monday, 4th September, 2023, at 11.00 p.m., through Triq il-Kbira, Triq P. P. Saydon, Misraħ Mattia Preti and Misraħ ir-Repubblika;

From Monday, 28th August, 2023, at 2.00 p.m., till Sunday, 3rd September, 2023, at midnight, through Vjal il-Blue Grotto starting from corner with Triq Dun Ġużepp Zammit till corner with Triq il-Qrendi;

On Sunday, 27th August, 2023, from 5.00 p.m. till 1.00 a.m., through Misraħ ir-Repubblika, Triq il-Karmnu, Triq San Pawl, Triq Santa Katarina, Triq Arthur Dimech, Triq is-Sajjieda, Triq Leli Camilleri, Triq it-23 ta' Lulju 1942, and Triq San Bartilmew;

On Monday, 28th August, 2023, from 5.00 p.m. till 1.00 a.m., through Triq San Mikiel, Triq San Martin, Triq Vincenzo Caruana, Triq Santa Klementina, Vjal l-Indipendenza, Triq Vincent Dimech, Triq Salvu Psaila, Triq Matteolo Saliba, Triq Bronja, Triq Sant'Andrija, Triq San Bartilmew, Triq il-Ħaddiema, Misraħ Mattia Preti, Triq San Nikola, Triq iċ-Ċombini, Triq l-Inġiniera, Triq il-Kbira and Misraħ Repubblika;

Nhar it-Tlieta, 29 ta' Awwissu, 2023, mill-5.00 p.m. sas-1.00 a.m., minn Triq San Mikiel, Triq Bronja, Triq Sant'Andrija, Triq il-Karmnu, Triq San Pawl, Triq Fonzu Gauci, Triq is-Sajjieda, Triq it-23 ta' Lulju 1942, Triq San Bartilmew, Triq il-Ħaddiema, Misraħ Mattia Preti, Triq iċ-Ċombini, Triq l-Inġiniera, Triq il-Kbira u Triq Repubblika;

Nhar l-Erbgħa, 30 ta' Awwissu, 2023, mill-5.00 p.m. sat-3.00 a.m., minn Misraħ ir-Repubblika, Triq P. P. Saydon, Misraħ Mattia Preti, Triq Dun Ġużepp Zammit, Vjal il-Blue Grotto, Triq l-Imqabba, Triq Mons. P. P. Pullicino, Triq Matthew Gervase, Triq Napuljun, Triq il-Kan. Dun V. Balzan, Triq l-Għadir, Triq il-Qrendi, Triq San Nikola, Triq iċ-Ċombini, Triq l-Inġiniera u Triq il-Kbira;

Nhar il-Ħamis, 31 ta' Awwissu, 2023, mill-5.00 p.m. sat-3.00 a.m., minn Triq il-Kbira sa Misraħ ir-Repubblika;

Nhar il-Ġimgħa, 1 ta' Settembru, 2023, mill-5.00 p.m. sas-1.00 a.m., minn Triq il-Kmand, Triq il-Ġonna, Triq Joseph Żerafa, Triq Serafin M. Zarb, Vjal il-Blue Grotto, Triq Santa Katarina, Triq l-Imqabba, Triq Santu Formosa, Triq Stefano Zerafa, Triq Dun Ġużepp Zammit, Misraħ Mattia Preti u Triq P. P. Saydon;

Nhar il-Ġimgħa, l-1 ta' Settembru, 2023, mill-5.00 p.m. sat- 3.00 a.m., minn Misraħ ir-Repubblika, Triq P. P. Saydon u Pjazza Mattia Preti;

Nhar is-Sibt, 2 ta' Settembru, 2023, mit-8.00 a.m. sas-6.00 p.m., minn Misraħ ir-Repubblika, Triq San Mikiel, Vjal l-Indipendenza, Triq San Martin, Triq Matteolo Saliba, Triq Marjanu Gerada, Triq Bronja, Wesgħa J. M. Cassar, Triq Alessandru, Triq San Bartilmew, Triq il-Ħaddiema, Misraħ Mattia Preti, Triq San Pietru, Triq il-Qroll, Misraħ Lazzru, Triq iċ-Ċombini, Triq l-Inġiniera u Triq il-Kbira;

Nhar is-Sibt, 2 ta' Settembru, 2023, mill-4.00 p.m. sas-1.00 a.m., minn Triq il-Kbira, Misraħ ir-Repubblika, Triq P. P. Saydon, Misraħ Mattia Preti, Triq Dun Ġużepp Zammit, Vjal il-Blue Grotto, Triq il-Qrendi, Triq it-Tunnara, Triq San Pietru, Triq il-Ħaddiema,

Mid-9.30 p.m. sal-11.30 p.m. minn Misraħ Mattia Preti, Triq P. P. Saydon, Misraħ ir-Repubblika, Triq Dun Ġużepp Zammit u Vjal il-Blue Grotto;

Nhar il-Ħadd, 3 ta' Settembru, 2023, mis-7.30 a.m. sa nofsinhar, minn Triq Dun Ġużepp Zammit, Pjazza Mattia Preti u Triq P. P. Saydon to Misraħ ir-Repubblika;

Nhar il-Ħadd, 3 ta' Settembru, 2023, mill-5.00 p.m. sa nofsillejl, minn Triq il-Kunċizzjoni, Triq San Ġorġ, Triq il-Kbira, Triq Testaferrata, Triq De Mello, Triq Franġisku Zahra, Triq Fonzu Gauci, Triq is-Sajjieda, Triq Kalanġ Saliba, Triq it-23 ta' Lulju 1942, Triq San Bartilmew, Triq it-Tjieba,

On Tuesday, 29th August, 2023, from 5.00 p.m. till 1.00 a.m., through Triq San Mikiel, Triq Bronja, Triq Sant'Andrija, Triq il-Karmnu, Triq San Pawl, Triq Fonzu Gauci, Triq is-Sajjieda, Triq it-23 ta' Lulju 1942, Triq San Bartilmew, Triq il-Ħaddiema, Misraħ Mattia Preti, Triq iċ-Ċombini, Triq l-Inġiniera, Triq il-Kbira and Triq Repubblika;

On Wedensday, 30th August, 2023, from 5.00 p.m. till 3.00 a.m., through Misraħ ir-Repubblika, Triq P. P. Saydon, Misraħ Mattia Preti, Triq Dun Ġużepp Zammit, Vjal il-Blue Grotto, Triq l-Imqabba, Triq Mons. P. P. Pullicino, Triq Matthew Gervase, Triq Napuljun, Triq il-Kan. Dun V. Balzan, Triq l-Għadir, Triq il-Qrendi, Triq San Nikola, Triq iċ-Ċombini, Triq l-Inġiniera and Triq il-Kbira;

On Thursday, 31st August, 2023, from 5.00 p.m. till 3.00 a.m., through Triq il-Kbira till Misraħ ir-Repubblika;

On Friday, 1st September, 2023, from 5.00 p.m. till 1.00 a.m., through Triq il-Kmand, Triq il-Ġonna, Triq Joseph Żerafa, Triq Serafin M. Zarb, Vjal il-Blue Grotto, Triq Santa Katarina, Triq l-Imqabba, Triq Santu Formosa, Triq Stefano Zerafa, Triq Dun Ġużepp Zammit, Misraħ Mattia Preti and Triq P. P. Saydon;

On Friday, 1st September, 2023, from 5.00 p.m. till 3.00 a.m., through Misraħ ir-Repubblika, Triq P. P. Saydon and Pjazza Mattia Preti;

On Saturday, 2nd September, 2023, from 8.00 a.m. till 6.00 p.m., through Misraħ ir-Repubblika, Triq San Mikiel, Vjal l-Indipendenza, Triq San Martin, Triq Matteolo Saliba, Triq Marjanu Gerada, Triq Bronja, Wesgħa J. M. Cassar, Triq Alessandru, Triq San Bartilmew, Triq il-Ħaddiema, Misraħ Mattia Preti, Triq San Pietru, Triq il-Qroll, Misraħ Lazzru, Triq iċ-Ċombini, Triq l-Inġiniera and Triq il-Kbira;

On Saturday, 2nd September, 2023, from 4.00 p.m. till 1.00 a.m., through Triq il-Kbira, Misraħ ir-Repubblika, Triq P. P. Saydon, Misraħ Mattia Preti, Triq Dun Ġużepp Zammit, Vjal il-Blue Grotto, Triq il-Qrendi, Triq it-Tunnara, Triq San Pietru, Triq il-Ħaddiema,

From 9.30 p.m. till 11.30 p.m. through Misraħ Mattia Preti, Triq P. P. Saydon, Misraħ ir-Repubblika, Triq Dun Ġużepp Zammit and Vjal il-Blue Grotto;

On Sunday, 3rd September, 2023, from 7.30 a.m. till noon, through Triq Dun Ġużepp Zammit, Pjazza Mattia Preti and Triq P. P. Saydon to Misraħ ir-Repubblika;

On Sunday, 3rd September, 2023, from 5.00 p.m. till midnight, through Triq il-Kunċizzjoni, Triq San Ġorġ, Triq il-Kbira, Triq Testaferrata, Triq De Mello, Triq Franġisku Zahra, Triq Fonzu Gauci, Triq is-Sajjieda, Triq Kalanġ Saliba, Triq it-23 ta' Lulju 1942, Triq San Bartilmew, Triq it-Tjieba,

Triq il-Karmnu, Misraħ Mattia Preti, Triq il-Ħaddiema, Triq San Nikola, Triq iċ-Ċombini, Triq l-Inġiniera, Misraħ ir-Repubblika, Triq P. P. Saydon, Misraħ Santa Marija, Triq Bubaqra, Vjal l-Indipendenza, Triq l-Isqof Alpheran, Triq Borgo Maggiore, Triq G.M. Callus, Triq De Giovanni Inglott u Triq San Mikiel;

Nhar it-Tnejn, 28 ta' Awwissu, 2023, fis-2.00 p.m. sal-Ħadd, 3 ta' Settembru, 2023, f'nofsillejl, devjazzjoni tat-traffiku minn Vjal il-Blue Grotto li se tkun magħluqa għat-traffiku. Traffiku se jkun iddevjat minn Triq Mons. P. P. Pullicino u Triq Napuljun għal 'one way traffic',

Trasport pubbliku se jkun affettwat. Karozzi pparkjati fit-toroq ta' hawn fuq se jkunu rmunkati.

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

L-4 ta' Awwissu, 2023

AVVIŻ TAL-PULIZIJA

Nru. 159

Il-Kummissarju tal-Pulizija jgħarraf li skont l-Avviż Legali 101/97 it-toroq li jidhru hawn taħt se jiġu kklassifikati bħala tow zones, hekk kif indikat.

Bis-saħħa tal-Artikolu 52(1) tal-Ordinanza dwar ir-Regolament tat-Traffiku (Kap. 65), il-Kummissarju tal-Pulizija jgħarraf li l-passaġġ u t-twaqqif ta' vetturi huwa pprojbit fit-toroq imsemmija hawn taħt fid-dati u ħinijiet indikati.

Marsaskala

Nhar il-Ħadd, 20 ta' Awwissu, 2023, mill-4.00 p.m. 'il quddiem, minn Triq is-Salini, Triq ix-Xatt, Triq Sant'Anna, Pjazza Dun Tarċis Agius u l-parti tas-simenta fi Triq Żonqor.

Dħul u ħruġ tat-trasport pubbliku lejn u minn Marsasakala se jkun ipprojbit mis-6.00 p.m. 'il quddiem.

Ħaż-Żabbar

Nhar il-Ħadd, 20 ta' Awwissu, 2023, mit-8.00 a.m. 'il quddiem, minn Misraħ is-Sliem, Misraħ San Ġakbu, Triq ix-Xgħajra, Triq Wied il-Għajn, Triq is-Santwarju u Triq il-Kbira.

Ħruġ tat-trasport pubbliku minn Ħaż-Żabbar għandu jkun projbit mill-11.00 a.m. sas-2.00 p.m.

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

L-4 ta' Awwissu, 2023

Triq il-Karmnu, Misraħ Mattia Preti, Triq il-Ħaddiema, Triq San Nikola, Triq iċ-Ċombini, Triq l-Inġiniera, Misraħ ir-Repubblika, Triq P. P. Saydon, Misraħ Santa Marija, Triq Bubaqra, Vjal l-Indipendenza, Triq l-Isqof Alpheran, Triq Borgo Maggiore, Triq G. M. Callus, Triq De Giovanni Inglott and Triq San Mikiel;

On Monday, 28th August, 2023, at 2.00 p.m., till Sunday, 3rd September, 2023, at midnight, traffic deviation through Vjal il-Blue Grotto which will be closed for all traffic. Traffic will be diverted from Triq Mons. P. P. Pullicino and Triq Napuljun for one way traffic,

Public transport will also be affected. Cars parked in the mentioned roads will be towed away.

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

4th August, 2023

POLICE NOTICE

No. 159

The Commissioner of Police hereby notifies that in terms of Legal Notice 101/97 the streets listed hereunder are to be classified as tow zones on the dates and times indicated.

In virtue of Article 52(1) of the Traffic Regulation Ordinance (Cap. 65), the Commissioner of Police hereby notifies that the transit and stopping of vehicles through the streets mentioned hereunder is prohibited on the dates and times indicated.

Marsaskala

On Sunday, 20th August, 2023, from 4.00 p.m. onwards, through Triq is-Salini, Triq ix-Xatt, Triq Sant'Anna, Pjazza Dun Tarċis Agius and cemented part in Triq Żonqor.

Entrance and exit from and towards Marsaskala of public transport will be prohibited from 6.00 p.m. onwards.

Ħaż-Żabbar

On Sunday, 20th August, 2023, from 8.00 a.m. onwards, through Misraħ is-Sliem, Misraħ San Ġakbu, Triq ix-Xgħajra, Triq Wied il-Għajn, Triq is-Santwarju and Triq il-Kbira.

Public transport exit from Ħaż-Żabbar is to be prohibited from 11.00 a.m. till 2.00 p.m.

Vehicles found in contravention to the order of this notice will be liable to be towed.

4th August, 2023

TRANSPORT MALTA

Avviż Lokali lill-Baħħara Nru. 146 tal-2023

Emenda għal Avviż Lokali lill-Baħħara Nru. 99 tal-2023 rigward xogħlijiet ta' radam għal submarine cable bejn Xatt il-Pont u Fuel Wharf

B'referenza għal Avviż Lokali lill-Baħħara Nru. 99 tal-2023.

Id-Direttorat tal-Portijiet u Yachting, Transport Malta, jgħarraf lill-baħħara u lis-sidien ta' bastimenti li l-proċess ta' xogħol ta' radam għal cable taħt il-baħar bejn Xatt il-Pont u Fuel Wharf fil-Port il-Kbir, Il-Belt Valletta, mhux se jitlesta fiż-żmien kif ippjanat. Għaldaqstant id-data tat-tlestija qed tiġi estiża għall-Ħamis, 10 ta' Awwissu, 2023.

Avviż Lokali lill-Baħħara Nru. 99 tal-2023 għandu jiġi emendat skont dan.

L-informazzjoni l-oħra kollha msemmija f'Avviż Lokali lill-Baħħara Nru. 99 tal-2023 tibqa' valida.

Chart affettwata: BA 177

L-4 ta' Awwissu, 2023

TRANSPORT MALTA

Avviż Lokali lill-Baħħara Nru. 147 tal-2023

M/V Seabourn Pursuit – Taħriġ b'sottomarin taħt il-baħar

Id-Direttorat tal-Portijiet u l-Yachting, Transport Malta, javża lill-baħħara u lis-sidien tal-bastimenti li se jsir taħriġ b'sottomarin taħt il-baħar kif jidher hawn taħt.

It-taħriġ se jsir mill-bastiment M/V Seabourn Pursuit bejn il-Ħamis, 3 ta' Awwissu, 2023 u l-Ġimgħa, 11 ta' Awwissu, 2023.

F'konformità mat-taħriġ previst, M/V Seabourn Pursuit se jkun ankrat fil-pożizzjoni A, kif muri fis-sit elettroniku ta' Transport Malta (www.transport.gov.mt), filwaqt li mhux qed isir it-taħriġ taħt il-baħar.

Waqt li qed isir it-taħriġ bis-sottomarin taħt il-baħar l-M/V Seabourn Pursuit se jkun f'Dynamic Positioning Mode fil-punt B kif muri fis-sit elettroniku ta' Transport Malta (www.transport.gov.mt). It-taħriġ se jsir fid-dati u l-ħinijiet li ġejjin.

TRANSPORT MALTA

Local Notice to Mariners No. 146 of 2023

Amendment to Local Notice to Mariners No. 99 of 2023 regarding backfilling works for submarine cable between Bridge Wharf and Fuel Wharf

Reference is made to Local Notice to Mariners No. 99 of 2023.

The Ports and Yachting Directorate, Transport Malta, notifies mariners and owners of vessels that the process of backfilling works for the submarine cable between Bridge Wharf and Fuel Wharf in the Grand Harbour, Valletta, will not be completed within the time as planned. The completion date is therefore being extended to Thursday, 10th August, 2023.

Local Notice to Mariners No. 99 of 2023 is to be amended accordingly.

All the other information mentioned in Local Notice to Mariners No. 99 of 2023 will remain valid.

Chart affected: BA 177

4th August, 2023

TRANSPORT MALTA

Local Notice to Mariners No. 147 of 2023

M/V Seabourn Pursuit – Submarine training

The Ports and Yachting Directorate, Transport Malta, notifies mariners and owners of vessels that submarine training will be carried out as per details below.

The training will be carried out from the vessel M/V Seabourn Pursuit between Thursday, 3rd August, 2023 and Friday, 11th August, 2023.

In line with the training envisaged, M/V Seabourn Pursuit will be anchored in position A, as seen on the chart found on Transport Malta website (www.transport.gov.mt), while submarine training is not being carried out.

While submarine training is being carried out the M/V Seabourn Pursuit will be in Dynamic Positioning Mode at point B as shown on the chart found on Transport Malta website (www.transport.gov.mt). The training will be carried out on the following dates and times.

Data	*Minn*	*Sa*
Il-Ħamis, 3 ta' Awwissu	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Il-Ġimgħa, 4 ta' Awwissu	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Is-Sibt, 5 ta' Awwissu	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Il-Ħadd, 6 ta' Awwissu	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
It-Tnejn, 7 ta' Awwissu	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m
It-Tlieta, 8 ta' Awwissu	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
L-Erbgħa, 9 ta' Awwissu	8.00 a.m.	11.00 a.m
	3.00 p.m.	6.00 p.m.
Il-Ħamis, 10 ta' Awwissu	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Il-Ġimgħa, 11 ta' Awwissu	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.

Post	*Latitudni (T)*	*Longitudni (L)*
Punt A	35° 59'.427	014° 26'.754
Punt B (HMS Stubborn)	35° 58'.958	014° 26'.772

Minbarra dan ta' hawn fuq, operazzjonijiet ta' taħriġ taħt il-baħar se jsiru 'l bogħod mis-sit tal-HMS Stubborn f'distanzi ta' bejn 0.75 u 1.0 mil filwaqt li l-bastiment jibqa' ankrat fil-pożizzjoni A.

L-M/V Seabourn Pursuit se jkun qed juża s-sottomarin bl-ekwipaġġ għat-taħriġ, li se jkollu RHIB jattendih, li minnu tittajjar il-Bandiera tal-Kodiċi Internazzjonali tas-Sinjali 'A'.

Għandha tinżamm żona ta' sikurezza ta' 200m madwar il-bastimenti matul id-dati u l-ħinijiet imsemmija hawn fuq.

Il-kaptana u l-operaturi tal-bastimenti huma avżati biex joqogħdu attenti, u jipproċedu b'kawtela u b'veloċità baxxa meta jinnavigaw qrib il-postijiet ta' hawn fuq. Huma għandhom josservaw l-istruzzjonijiet mogħtija fuq VHF Channel 12 u/jew 16 minn Valletta VTS.

Charts affettwati: BA 177, 2537, 2538

L-4 ta' Awwissu, 2023

Date	*From*	*To*
Thursday, 3rd August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Friday, 4th August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Saturday, 5th August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Sunday, 6th August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Monday, 7th August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Tuesday, 8th August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Wednesday, 9th August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Thursday, 10th August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.
Friday, 11th August	8.00 a.m.	11.00 a.m.
	3.00 p.m.	6.00 p.m.

Location	*Latitude (N)*	*Longitude (E)*
Point A	35° 59'.427	014° 26'.754
Point B (HMS Stubborn)	35° 58'.958	014° 26'.772

Further to the above, submarine training operations will be conducted away from the site of HMS Stubborn at distances of between 0.75 and 1.0 mile while the vessel remains at anchor in position A.

The M/V Seabourn Pursuit will be deploying the manned submarine for training, which will have a RHIB in attendance, from which will be displayed the International Code of Signals Flag 'A'.

A safety zone of 200m round the vessels is to be kept during the above-mentioned dates and times.

Masters and operators of vessels are advised to keep a sharp lookout, proceed with caution and at slow speed when navigating close to the above locations. They are to comply with instructions given on VHF Channel 12 and/or 16 by Valletta VTS.

Charts affected: BA 177, 2537, 2538

4th August, 2023

MINISTERU GĦALL-AGRIKOLTURA, IS-SAJD U D-DRITTIJIET TAL-ANNIMALI

Pożizzjoni ta' Project Officer (Paying Agency) 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-pożizzjoni ta' Project Officer (Paying Agency) fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali. Din il-pożizzjoni tista' tkun parzjalment iffinanzjata mill-Fondi Ewropej għall-Agrikoltura u Żvilupp Rurali 2014-2020.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Persuna magħżula tidħol f'assenjament ta' tliet (3) snin bħala Project Officer (Paying Agency) fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, li jista' jiġi mġedded għal perjodi oħra.

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

2.3 Peress li din il-pożizzjoni hija marbuta ma' terminu ta' żmien fiss jew tlestija ta' biċċa xogħol speċifika, il-pożizzjoni ta' Project Officer (Paying Agency) taqa' taħt Regolament 7 (4) tal-Liġi Sussidjarja 452.81 intitolat u għaldaqstant dan jikkostitwixxi raġuni oġġettiva skont ir-'Regolamenti 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 definita tfisser li kwalunkwe applikazzjoni pendenti għal pożizzjonijiet definita fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata, sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC/ADAC.

Salarju Marbut mal-Pożizzjoni

3.1 Is-salarju marbut mal-pozizzjoni ta' Project Officer (Paying Agency) huwa ekwivalenti għal inkriment inqas mill-massimu ta' Skala ta' Salarju 9 (ekwivalenti għal €26,731.44 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.

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

Position of Project Officer (Paying Agency) 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 position of Project Officer (Paying Agency) in the Ministry for Agriculture, Fisheries and Animal Rights. This position may be co-financed by the European Agricultural Fund and Rural Development 2014-2020.

Duration of Assignment and Conditions

2.1 A selected candidate will enter into a three (3) year assignment as a Project Officer (Paying Agency) in the Ministry for Agriculture, Fisheries and Animal Rights, which may be renewed for further periods.

2.2 The position of Project Officer (Paying Agency) is subject to a probationary period of twelve (12) months.

2.3 Since this position is time-barred or linked to a specific task, the position of Project Officer (Paying Agency) 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 definite position signifies that any pending applications for definite positions within the Public Service are automatically considered renounced, unless the latter are applications for SAAC/ADAC positions.

Salary Pegged to the Position

3.1 The Salary attached to the position of Project Officer (Paying Agency) is equivalent to the maximum of Salary Scale 9 less an increment (equivalent to €26,731.44 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.

3.2 Persuna magħżula tkun intitolata wkoll għal:

i) Performance bonus sa massimu ta' 10% tas-salarju bażiku tagħha. Ir-rata attwali tiġi stabbilita b'diskrezzjoni tas-Segretarju Permanenti (MAFA);

ii) Disturbance allowance (minflok overtime) ta' 15% tas-salarju rispettiv li jista', f'ċirkustanzi eċċezzjonali u għal perjodi speċifiċi kif awtorizzat mis-Segretarju Permanenti rispettiv, jitilgħu għal 25%.

U

iii) Responsibility allowance prorata, stabbilita għal 25% tal-iskala ta' salarju rispettiv

Dmirijiet

4. Id-dmirijiet għal din il-pożizzjoni ta' Project Officer (Paying Agency) jinkludu li:

i. Iwettaq xogħol assenjat mil-Line Manager fl-awtorizzazzjoni, il-monitoraġġ, il-kontroll, il-pagament jew l-accounting tal-claims għall-pagamenti relatati ma' skemi, programmi, proġetti jew miżuri taħt ir-responsabbiltà u l-mandat tal-Aġenzija tal-Pagamenti Agrikoli u Rurali;

ii. Jassisti fl-abbozzar tad-dokumentazzjoni meħtieġa għal kwalunkwe skema ta' għajnuna jew miżura ffinanzjata mill-UE jew minn fondi nazzjonali;

iii. Iwettaq il-kontrolli amministrattivi, tad-dokumenti u/jew fiżikament fuq il-post kif meħtieġ u jiċċekkja proġetti, claims, skemi jew miżuri oħra skont il-bżonn;

iv. Jikkollabora kontinwament mal-istakeholders rilevanti (li jinkludu dipartimenti oħra tal-Gvern, min jipprovdi s-servizzi, sħab fi proġetti u organizzazzjonijiet mhux governattivi) skont struzzjonijiet mogħtija mil-line manager jew is-superviżur dirett;

v. Jipproċessa pagamenti tal-UE b'mod effiċjenti, fiż-żmien stipulat u skont il-proċeduri fis-seħħ, u jassisti lill-line manager fil-preparamenti ta' estimi finanzjarji, ħlasijiet, Statements tan-Nefqa, rappurtar finanzjarju u awditjar;

vi. Iżomm rekords xierqa tax-xogħol imwettaq fl-ipproċessar ta' dokumentazzjoni dwar proġetti tal-UE u jagħmel xogħol ta' preżentata kif jixraq biex jassigura traċċabbilità;

vii. Iwettaq verifiki amministrattivi marbuta ma' proġetti/assistenza ffinanzjati mill-UE;

viii. Iwettaq rikonċiljazzjoni tax-xogħol u jassisti fil-ġbir ta' data u xogħol ieħor ta' riċerka;

3.2 A selected candidate will also be entitled to:

i) A performance bonus of up to 10% of his/her basic salary. The actual rate will be established at the discretion of the Permanent Secretary (MAFA);

ii) A disturbance allowance (in lieu of overtime) of 15% of the respective salary scale which may be, in exceptional circumstances for specific periods duly authorised by the respective Permanent Secretary, be increased to 25%.

AND

iii) A pro-rata responsibility allowance flat at 25% of the respective salary scale.

Duties

4. The job duties for the position of Project Officer (Paying Agency) include:

i. Performs tasks assigned by the Line Manager in the authorisation, monitoring, control, payment or accounting of claims for payments related to schemes, programmes, projects or measures within the responsibility and remit of the Agriculture and Rural Payments Agency;

ii. Assists in the drafting of the necessary documentation relating to any EU or nationally funded aid schemes or measures;

iii. Performs all required administrative, documentary and/or physical on-the-spot controls and checks of projects, claims, schemes or other measures as required;

iv. Liaises with relevant stakeholders (including other governmental departments, service providers, partners, and NGOs) as instructed by the Line Manager or the direct supervisor;

v. Processes EU related payments efficiently within the stipulated timeframes according to the procedures in place, and assists the line manager during budgeting, payment execution, Statement of Expenditure, financial reporting and audits;

vi. Keeps appropriate records of work performed on processing of EU project/s documentation and files appropriately to ensure traceability;

vii. Performs administrative checks in relation to a number of EU funded projects/assistance;

viii. Performs reconciliations of work and assists in the compilation of data and other research work;

ix. Jorganizza u jipparteċipa f'laqgħat u jieħu l-minuti tad-diskussjonijiet;

x. Iwettaq funzjonijiet ta' rappurtar kif indikat mil-line manager, inkluż biż-żamma ta' databases jew applikazzjonijiet oħra tal-IT fejn ikun meħtieġ;

xi. Jipparteċipa f'konferenzi u taħriġ f'Malta u barra minn Malta (persuna magħżula li ssiefer biex tagħmel korsijiet, tintrabat bil-kundizzjonijiet rilevanti skont il-Manual on Staff Development in Public Administration);

xii. Jappoġġja u jikkontribwixxi għall-implimentazzjoni b'suċċess ta' inizjattivi tal-Ministeru responsabbli, skont id-direzzjoni tal-line manager;

xiii. Juri fi kwalunkwe sitwazzjoni u partikolarment meta jkunu qed jersqu l-iskadenzi tal-fondi, l-abbiltà u r-rieda li jaħdem taħt pressjoni, inkluż meta meħtieġ mil-line manager li jaħdem sat-tard, fi tmiem il-ġimgħa u fil-festi pubbliċi biex ilaħħaq mal-iskadenzi, u fejn meħtieġ li anke jsiefer fuq xogħol uffiċjali;

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

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

xvi. 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

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

ix. Organises and participates in meetings and takes minutes of discussions;

x. Carries out reporting functions in the manner indicated by the line manager, including through the upkeep of databases or other applicable IT applications where necessary;

xi. Participates in training and conferences locally and abroad (a selected applicant proceeding abroad to follow courses will be bound by the relevant conditions laid down in the Manual on Staff Development in Public Administration);

xii. Supports and contributes to the successful implementation of the responsible Ministry's initiatives, as directed by the line manager;

xiii. Demonstrates in all situations and particularly in periods where funding deadlines are approaching, an ability and willingness to work under challenging pressure, including whenever so required by the line manager by working late or weekends or on public holidays to meet deadlines, or where required to travel abroad on official business;

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

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

xvi. 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. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża;

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

U

AND

iii. fil-pussess ta' Baċellerat rikonoxxuta fil-Livell 6 tal-MQF (suġġett għal-minimu ta' 180 krettu ECTS/ECVET krettu jew ekwivalenti*) fl-Istudji Ewropej, jew fl-Istudji Internazzjonali, jew fil-Management Studies, jew fl-Accountancy, jew fl-Ekonomija, jew fil-Business Studies, jew fil-Public Policy, jew fil-Finanzi jew Banking, jew fix-Xjenza Soċjali, jew Ġeografija, jew Sistemi Ġeografiċi (GIS), jew Ortikultura, jew l-Immaniġġjar tal-Annimali u Kura Veterinarja, jew Immaniġġjar ta' Ekosistemi Agrikoli jew kwalifika rikonoxxuta professjonali komparabbli fil-Livell 6 tal-MQF fl-Accountancy, flimkien ma' sena (1) esperjenza ta' xogħol rilevanti;

iii. in possession of a recognised Bachelor qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in European Studies, or International Studies, or Management Studies, or Accountancy, or Economics, or Business Studies, or Public Policy, or Finance, or Banking, or Social Sciences, or Geography, or Geographical Systems (GIS), or Horticulture, or Animal Management and Veterinary Nursing, or Mediterranean Argo-Systems Management, or a recognised comparable professional qualification at MQF Level 6 in Accountancy, plus one (1) year relevant work experience.

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

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

JEW

OR

iv. Uffiċjali pubbliċi fi Skala ta' Salarju mhux inqas minn Skala 12, li il-ħatra tagħhom f'din l-iskala ġiet ikkonfermata, jew impjegati fis-Settur Pubbliku jew impjegati fl-RSSL b'livell ta' responsabilta' kumparabbli u li il-ħatra tagħhom

iv. Public officers in a Scale not below Scale 12, whose appointment in such scale has been confirmed, or Public Sector employees performing duties in the Public Service or RSSL employees, both at a comparable level of responsibility

ġiet ikkonfermata, flimkien ma' erba' (4) snin esperjenza ta' xogħol rilevanti.

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.

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) Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 5.1 jew kif indikat f'paragrafu 5.2, 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' Diċembru, 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 5.1 jew 5.2.

(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,

and whose appointment in such level has been confirmed, with four (4) years relevant work experience.

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

(ii) Furthermore, candidates who have not yet formally obtained the qualification specified in paragraph 5.1 or else as indicated in paragraph 5.2 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 December, 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 clauses 5.1 or 5.2.

(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

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-MQRIC, 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-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, 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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu, 2023. Ittra elettronika ġġenerata

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 MQRIC recognition statements in respect of their qualifications from MQRIC, 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 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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 2023. A computer-generated email will be sent as an acknowledgement of the

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;
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 mingħand l-Assistent Direttur (People Management), Direttorat għas-Servizzi Korporattivi, Agriculture Research and 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).

L-4 ta' Awwissu, 2023

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 latest, 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 Assistant Director (People Management), Corporate Services Directorate, Agriculture Research and 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).

4th August, 2023

Il-pożizzjoni tista' tkun parzjalment iffinanzjata
mill-Unjoni Ewropea Fondi għall-Agrikoltura u Żvilupp Rurali 2014-2020
Rata ta' Kofinanzjament: 75% Fondi tal-UE; 25% Fondi Nazzjonali

Position may be part-financed
by the European Union European Agriculture and Rural Development Funds 2014-2020
Co-financing rate: 75% EU Funds; 25% National Funds

MINISTERU GĦALL-AGRIKOLTURA, IS-SAJD U D-DRITTIJIET TAL-ANNIMALI

Post ta' Manager I (Project Management) 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' Manager I (Project Management) 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 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 (Project Management) 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

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

Post of Manager I (Project Management) 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 Manager I (Project Management) 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 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 (Project Management) 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

dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC/ADAC jew applikazzjonijiet għal pożizzjoni definita.

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 fil-Project Management, 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 (Project Management) jinkludu li:

i. Jassisti fit-tmexxija u l-esekuzzjoni ta' proġetti mwettqa mid-direttorat/funzjoni rispettivi fil-Ministeru għall-Agrikoltura Sajd u Drittijiet tal-Annimali;

ii. Jiżviluppa pjanijiet ta' ħidma, inkluż it-tfassil ta' kompiti u skadenzi tal-proġetti assenjati;

iii. Jiżgura li l-għanijiet, miri, pussess u r-riżultati assoċjati mal-proġetti huma stabbiliti b'mod ċar;

iv. Isegwi l-implimentazzjoni ta' proġetti inkluż 'key performance indicators' u miżuri oħra addizzjonali li jistgħu jaqgħu taħt il-kompetenza tal-MAFA;

v. Jikkordina mad-diversi partijiet involuti skont il-każ;

applications for SAAC/ADAC positions or applications for a definite position.

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, and if appointed 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 their own request to carry out duties elsewhere in Project Management, 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 (Project Management) include:

i. Assists in the overall management and execution of projects undertaken by the respective directorate/function within the Ministry for Agriculture, Fisheries and Animal Rights;

ii. Develops work plans, including setting of tasks and deadlines of assigned projects;

iii. Ensures that the scope, objectives, ownership and targets of projects are well defined;

iv. Follows up the implementation of projects including key performance indicators and additional measures which may fall within the remit of the MAFA;

v. Acts as liaison with the various stakeholders, as may be the case;

vi. Jissorvelja l-pjanijiet tax-xogħol li jiġu żviluppati, inkluż l-iskadenzi u progress tal-kompiti/proġetti assenjati;

vii. Jipprovdi tagħrif u rapporti lill-istaff ta' fuqu, kif ukoll iwettaq dmirijiet oħra li jistgħu jiġu assenjati;

viii. Jiżgura l-effiċjenza massima fl-esekuzzjoni b'suċċess tal-proġetti fil-Livell ta' kwalità mixtieqa mill-istadju tal-ippjanar sat-tlestija;

ix. Jikkordina laqgħat bejn partijiet konċernati sabiex isir l-ippjanar, l-ikkordinar u t-tħaris meħtieġ biex jassigura li l-proġetti jitlestew fiż-żmien stipulat;

x. Jaħdem fil-qrib u jipparteċipa fejn meħtieġ f'laqgħat mal-Project Leaders assenjati biex jiżgura li l-proġetti jitlestew skont id-disinn/tqassim maqbul, fiż-żmien stipulat u fil-baġit stabbilit;

xi. Jattendi laqgħat neċessarji, seminars, kumitati u pjattaformi ta' diskussjoni marbuta mal-proġetti;

xii. Jevalwa l-aġġornament tal-proġetti u jeżamina b'mod kritiku sabiex jikseb informazzjoni kwalitattiva;

xiii. Jagħmel monitoroġġ mill-qrib tal-proġetti u jirrapporta immedjatament xi devjazzjoni fil-proġetti jew telfien ta' fondi;

xiv. Jagħmel it-taħriġ kollu meħtieġ kif mitlub/meħtieġ għall-implimentazzjoni b'suċċess tal-kompiti/proġetti assenjati;

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

xvi. 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

vi. Monitors the work plans that are developed, including deadlines and reports progress of assigned tasks/projects;

vii. Provides briefs and reports to senior staff, as well as performing any ancillary duties that may be assigned;

viii. Ensures maximum efficiency in the successful execution of projects to required quality standards from planning to final stage;

ix. Coordinates the necessary meetings between the relevant stakeholders with the intent of planning, coordinating and supervising the progress of projects to ensure that projects are carried out by the stipulated deadlines;

x. Works closely and participates in meetings where required with the assigned Project Leaders to ensure that the projects are carried out according to the agreed design/layouts, on schedule and within the pre-established budget;

xi. Attends necessary meetings, seminars, committees and discussion platforms in connection with projects;

xii. Evaluates projects' update, and critically questioning submissions to more qualitative feedback;

xiii. Closely monitors the projects and immediately reports on any deviations in projects of such deviations or loss of funds;

xiv. Undertakes all necessary training as requested/required for the successful implementation of the assigned tasks/projects;

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

xvi. 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

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. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża;

U

iii. ikollhom kwalifika ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Project Management, jew Management Studies, jew European Studies, jew Business Administration, jew Evidence Based Management, jew Accountancy, jew Creativity and Innovation, jew Quality Assurance Management, jew Communication Studies, jew Design and Marketing.

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

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. able to communicate in the Maltese and English languages;

AND

iii. in possession of a recognised Bachelor degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Project Management, or Management Studies, or European Studies, or Business Administration, or Evidence Based Management, or Accountancy, or Creativity and Innovation, or Quality Assurance Management, or Communication Studies, or Design and Marketing.

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

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' Master f'Livell 7 tal-MQF, jew ekwivalenti, għandha tinkludi minimu ta' 90 krettu ECTS/ECVETS jew ekwivalenti*.

*Kwalifika ta' Master rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss bil-kundizzjoni li dikjarazzjoni formali ta' rikonoxximent tal-Master mill-MQRIC tiġi sottomessa mal-applikazzjoni. Kwalifika ta' Master rikonoxxuta mill-Università ta' Malta (mogħtija qabel l-2009) b'inqas minn 60 krettu ECTS/ECVET hija aċċettabbli sakemm ikun ivverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET.

(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' Diċembru, 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

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 Master qualification at MQF Level 7, or equivalent, must comprise a minimum of 90 ECTS/ECVETS credits or equivalent*).

*A recognised Master qualification with a minimum of 60 ECTS/ECVET is only accepted subject to an MQRIC formal Master recognition statement being submitted with the application. A recognised Master qualification from the University of Malta (awarded pre-2009) with less than 60 ECTS/ECVET credits is acceptable provided that it is verified by MQRIC that the workload is comparable to at least 60 ECTS/ECVET credits.

(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 December, 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

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 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-MQRIC, 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.

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 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 MQRIC recognition statements in respect of their qualifications from MQRIC, 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.

Sottomissjoni tal-Applikazzjonijiet

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 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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu, 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) jew jinkisbu mingħand l-Assistent Direttur (People Management), Direttorat għas-Servizzi Korporattivi, Agriculture Research and Innovation Hub, Triq l-Ingiered, Ħal Luqa LQA 3300. Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 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 latest, 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 Research and 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.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (http://agrikoltura.gov.mt) u (humanresources.mafa@gov.mt).

L-4 ta' Awwissu, 2023

UFFIĊĊJU TAL-PRIM MINISTRU

Post ta' Assistant Manager (Accounting and Finance) fl-Uffiċċju tal-Prim Ministru

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

1. Id-Direttur (Finanzi u Amministrazzjoni), Uffiċċju tal-Prim Ministru, tilqa' applikazzjonijiet għall-post ta' Assistant Manager (Accounting and Finance) fid-Direttorat tal-Finanzi u Amministrazzjoni, fi ħdan l-Uffiċċju tal-Prim Ministru.

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 (Accounting and Finance) 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 ekwivalenti għal €20,270.04 fis-sena, li jiżdied b' €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 ta' Salarju 11, li fis-sena 2023 huwa ekwivalenti għal €21,630 fis-sena, li jiżdied b' €375.17 fis-sena 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) middata 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 ta' Salarju 10, li fis-sena 2023 huwa ekwivalenti għal €23,029.57 fis-sena, li jiżdied b' €407.67 fissena 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.

2.6 L-aċċettazzjoni ta' ħatra f'dan il-grad/pożizzjoni tfisser li kwanlunkwe applikazzjoni pendenti fi ħdan is-Servizz Pubbliku awtomatikament titqies bħala rinunzjata,

The website address and email address of the receiving Directorate are (http://agrikoltura.gov.mt) and (humanresources.mafa@gov.mt).

4th August, 2023

OFFICE OF THE PRIME MINISTER

Post of Assistant Manager (Accounting and Finance) in the Office of the Prime Minister

Nomenclatures denoting the male gender include also the female gender.

1. The Director (Finance and Administration), Office of the Prime Minister, invites applications for the post of Assistant Manager (Accounting and Finance) in the Finance and Administration Directorate within the Office of the Prime Minister.

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 (Accounting and Finance) 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 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, 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, in 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, and will progress to 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 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

sakemm dawn tal-aħħar ma jkunux applikazzjonijiet għal pożizzjonijiet SAAC/ADAC jew applikazzjonijiet għal pożizzjoni definita.

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.

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 tal-Accounting and Finance, 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 (Accounting and Finance) jinkludu li:

i. Iwettaq dmirijiet relatati ma' tranżazzjonijiet ta' flus kontanti u ċekkijiet, u l-ipproċessar f'waqtu ta' tranżazzjonijiet, verifiki, rekordjar, aġġustamenti, rendikont u rikonċiljazzjoni;

ii. Jassigura li l-approvazzjonijiet ikunu disponibbli qabel l-ipproċessar ta' tranżazzjonijiet, u li l-ammont imħallas ikun korrett u skont il-proċedura;

iii. Jieħu ħsieb b'mod bażiku ż-żamma tal-kotba u jassisti fit-tħejjija taż-żamma ta' kontijiet bħalma huma bilanċi tar-reġistru u sottomissjonijiet oħra rilevanti;

iv. Jassisti fil-kumpilazzjoni ta' pubblikazzjonijiet u rapporti;

v. Jassisti fl-ippjanar u l-kontroll ta' baġit taħt superviżjoni, filwaqt li jressaq materji rilevanti għall-attenzjoni tal-uffiċjal

applications for SAAC/ADAC positions or applications for a definite position.

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 if appointed 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 their own request to carry out duties elsewhere in Accounting and Finance, 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 (Accounting and Finance) include:

i. Carries out duties related to cash and cheque transactions, including the timely processing of transactions, verifications, recording, adjustments, tracking and reconciliation;

ii. Ensures that approvals are available before processing transactions, that amounts paid are correct and that procedure is followed;

iii. Deals with basic bookkeeping and assists in the preparation of accounts, such as ledger balances and other relevant submissions;

iv. Assists in the compilation of publications and reports;

v. Assists in budget planning and control under supervision, while bringing relevant matters to the attention

li jkun qed jagħmel is-superviżjoni kif ikun neċessarju. Dan jinkludi r-reviżjonijiet tal-baġits proposti u l-verifika tal-line items u l-infiq kollu biex tiġi żgurata l-eżattezza;

vi. Jivvaluta, taħt superviżjoni, virements fi ħdan il-voti kif ukoll talbiet għal fondi addizzjonali u l-estimi riveduti;

vii. Jikkontribwixxi għall-iżvilupp ta' implimentazzjoni ta' proġetti inklużi proċessi ddelegati, u għall-indentifikazzjoni ta' titjib tal-proċess għal raġuni ta' simplifikazzjoni, innovazzjoni u valur miżjud;

viii. Iżomm ruħu aġġornat ma' standards ta' accounting, leġiżlazzjoni finanzjarja u politiki tal-Gvern;

ix. Iżomm ruħu aġġornat ma' sistemi bażiċi ta' accounting, proċeduri u applikazzjonijiet, u jsegwi taħriġ kif jintalab jagħmel;

x. Jikkordina u jipparteċipa f'laqgħat, iżomm il-minuti tal-laqgħat u jara li l-azzjoni meħtieġa titwettaq;

xi. Jassisti f'ħidmiet ta' kuljum, li jinkludu l-immaniġġjar u d-distribuzzjoni ta' korrispondenza u talbiet għall-informazzjoni, iżomm ir-rekords, kif ukoll l-inputtjar u l-aġġornament ta' informazzjoni bbażata fuq sistemi tal-kompjuter u databases;

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.

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

of the supervising officer as necessary. This includes reviewing proposed budgets and verifying all line items and expenditures to ensure accuracy;

vi. Assesses under supervision, virements within the votes as well as requests for additional funding and the revised estimates;

vii. Contributes to the development of project implementation including delegated processes, and to the identification of process improvements for simplification, innovation and added value;

viii. Keeps abreast with accounting standards, financial legislation and Government policies;

ix. Keeps abreast with basic accounting systems, procedures and applications, and follows training as directed;

x. Coordinates and participates in meetings, takes minutes and follows up on required actions;

xi. Assists in day-to-day operations, including the management and distribution of correspondence and queries, record keeping, as well as inputting and updating of computer-based information and databases;

xii. Undertake 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.

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.

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ii. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża. Madankollu, il-kandidati li ma jissodisfawx l-abbiltà li jikkomunikaw bil-lingwa Maltija u ma jkollhomx mill-inqas Livell 1 tal-MQF fil-lingwa Maltija, iridu jattendu u jgħaddu b'suċċess fl-assessjar mil-kors Maltese Language 1 offrut mill-Istitut għas-Servizzi Pubbliċi. L-attendenza għal dan il-kors flimkien mal-kisba tal-Livell 1 tal-MQF għandhom jitlestew qabel il-konferma tal-ħatra, jiġifieri fi żmien sitt (6) xhur mill-ingaġġ; B'hekk, uffiċjali impjegati li ma jiksbux dan iċ-ċertifikat fi żmien ta' prova ta' sitt (6) xhur, jingħataw estensjoni ta' darba ta' żmien ta' prova għal perjodu ta' sitt (6) xhur biex jiksbu b'suċċess dan iċ-ċertifikat.

Jekk il-persuna tonqos milli tippreżenta evidenza li għaddiet il-kors b'suċċess u attendiet sal-aħħar tal-perjodu ta' prova (jiġifieri tnax-il (12) xahar mill-ingaġġ), awtomatikament tintilef il-kariga msemmija hawn fuq.

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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.

AND

ii. able to communicate in Maltese and English languages. However, candidates who do not satisfy the ability to communicate in Maltese language and do not possess at least an MQF Level 1 in the Maltese language must attend and be successful in the assessment of the Maltese Language 1, course offered by the Institute of Public Services. Attendance to such course together with the attainment of MQF Level 1, are to be completed before the confirmation of appointment i.e. within six the (6) months of engagement; Therefore, officers engaged who would not have obtained this certification within the probationary period of six (6) months will be given a one time extension of their probationary period for a period of six (6) months to successfully obtain this certification.

Failure to present evidence of successful pass and attendance by the end of probationary period (i.e. twelve (12) months from engagement) will result in automatic termination of the post in caption.

AND

iii. a. (i) fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) f'Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew Diploma professjonali rikonoxxuta komparabbli fil-Livell 4 tal-MQF f'Accountancy.

JEW

b. fil-pussess ta' Diploma rikonoxxuta fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVETS jew ekwivalenti*) f'Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew Diploma professjonali rikonoxxuta komparabbli fil-Livell 5 tal-MQF f'Accountancy.

*Kwalifika rikonoxxuta komparabbli ma' 120/60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċetta biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MQRIC li tiġi sottomessa mal-applikazzjoni.

JEW

c. (i) fil-pussess ta' żewġ (2) suġġetti fil-Livell Avvanzat (li wieħed minnhom għandu jinkludi pass fl-Accountancy) u tliet (3) suġġetti fil-Livell Intermedju tal-Matrikola (li wieħed minnhom għandu jinkludi pass fil-Pure Mathematics), jew kwalifika komparabbli pertinenti rikonoxxuta.

JEW

(ii) fil-pussess ta' tliet suġġetti fil-Livell Avvanzat (li wieħed minnhom jinkludi pass fl-Accountancy)

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.

Kandidati magħżula li huma fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF kwalifika jew żewġ (2) suġġetti fil-Livell Avvanzat flimkien ma' tliet (3) suġġetti fil-Livell Intermedjajru tal-Matrikola, fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat, jew kwalifika rikonoxxuta komparabbli, kif indikat fil-4.1 (iii) (a) u (c) jidħlu bħala Assistant Manager (Skala ta' Salarju 12). Mal-ħatra, dawk appuntanti jridu 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 kif indikat f'paragrafu 4.1 (iii) (b) f'oqsma relatati, dawn l-uffiċjali jipprogressaw għal Assistant Manager

iii. a. (i) in possession of a recognised qualification at MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Business Management or Business Administration or Economics or Banking and Finance or Accountancy or a recognised comparable professional Diploma at MQF Level 4 in Accountancy.

OR

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVETS credits, or equivalent*) in Business Management or Business Administration or Economics or Banking and Finance or Accountancy or a recognised comparable professional Diploma at MQF Level 5 in Accountancy.

*A recognised qualification comparable to 120/60 ECTS/ECVET credits, as applicable, is only accepted subject to MQRIC formal recognition statement being submitted with the application.

OR

c. (i) in possession of two (2) subjects at Advanced Level (one of which must include a pass in Accountancy) and three (3) subjects at Intermediate Matriculation Level (one of which must include a pass in Pure Mathematics), or a recognised comparable qualification.

OR

(ii) in possession of three (3) subjects at Advanced Level (one of which must include a pass in Accountancy)

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.

Successful candidates who are in possession of a recognised MQF Level 4 qualification or two (2) subjects at Advanced Level and three (3) subjects at Intermediate Matriculation level, or in possession of three (3) subjects at Advanced level, or a recognised comparable qualification as indicated in 4.1 (iii) (a) and (c), shall enter as Assistant Manager (Salary Scale 12). On appointment, appointees will bind themselves to successfully complete a recognised qualification in a related area at MQF Level 5, in not more than two (2) years, to progress to Salary Scale 11, in failure of which they would relinquish their appointment. Upon possession of a relevant Diploma at MQF Level 5 as indicated in paragraph 4.1 (iii) (b) in related areas such officers shall progress to Assistant Manager (Salary Scale

(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'.

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 (iii) (a) sa 4.1 (iii) (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' Diċembru, 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) (a) sa 4.1(iii) (c) 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

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) 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) (a) to 4.1 (iii) (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 December, 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 qualifications referred to in clauses 4.1 (iii) (a) to 4.1 (iii) (c) or 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

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-MQRIC, 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 tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, permezz tar-Recruitment Portal **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum

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 MQRIC recognition statements in respect of their qualifications from MQRIC, 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 Section, Finance and Administration Directorate, Office of the Prime Minister, through the Online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae

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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu, 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) jew jinkisbu minn mis-Sezzjoni tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, Berġa ta' Kastilja, 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 tas-Sezzjoni huma (http://www.opm.gov.mt) u (human-resources.opm@gov.mt).

L-4 ta' Awwissu, 2023

(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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 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 People Management Section, Finance and Administration Directorate, Auberge de Castille, 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 Section are (http://www.opm.gov.mt) and (human-resources.opm@gov.mt).

4th August, 2023

UFFIĊĊJU TAL-PRIM MINISTRU

Post ta' Assistant Manager (Riżorsi Umani) fl-Uffiċċju tal-Prim Ministru

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

1. Id-Direttur (Finanzi u Amministrazzjoni), Uffiċċju tal-Prim Ministru, tilqa' applikazzjonijiet għall-post ta' Assistant Manager (Riżorsi Umani) fid-Direttorat tal-Finanzi u Amministrazzjoni fl-Uffiċċju tal-Prim Ministru.

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 iridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju għall-post ta' Assistant Manager (Riżorsi Umani) huwa 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' fi Skala ta' Salarju 10, li fis-sena 2023 huwa ekwivalenti għal €23,029.57 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €25,475.59 fis-sena 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/ADAC jew applikazzjonijiet għal pożizzjoni definita.

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, soġġett għall-kriterji ta' eliġibbiltà pertinenti.

OFFICE OF THE PRIME MINISTER

Post of Assistant Manager (Human Resources) in the Office of the Prime Minister

Nomenclatures denoting the male gender include also the female gender.

1. The Director (Finance and Administration), Office of the Prime Minister, invites applications for the post of Assistant Manager (Human Resources) in the Finance and Administration Directorate within the Office of the Prime Minister.

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 €21,630.00 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 (€23,029.57 x €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.

2.5 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/ADAC positions or applications for a definite position.

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 if appointed 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. 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 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;

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 at their 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 and 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. 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;

xiii. Iwettaq dmirijiet oħra skont l-esiġenzi tas-Servizz Pubbliku skont l-awtorità tad-Direttur/DĠ responsabbli għall-Ġestjoni tal-Persuni/Segretarju Permanenti;

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

L-oġġettivi tal-post huma li jappoġġjaw il-funzjonijiet kolla tal-immanġġjar 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-

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. Performing other duties according to the exigencies of the Public Service as directed by the Director/DG responsible for People Management/Permanent Secretary;

xiv. 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 Resources Management decisions are taken. The 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

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-lingwa Maltija u fil-lingwa Ingliża;

ii. proficient in the Maltese and English languages;

U

AND

iii. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fil-Work u Human Resources Management jew Training u Development jew Public Administration jew Public Management jew Corporate Governance u Leadership jew Leadership u Organisational Behaviour jew Management u Leadership jew Strateġija jew Leadership u Change Management jew Industrial Relations u Workplace Learning jew Business Administration.

iii. 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 Resource 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.

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

*A recognised qualification comparable to 60 ECTS/ECVET credits, as applicable, is only accepted subject to an MQRIC 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.

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.

(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 (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' Diċembru, 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-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 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 (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 December, 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 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 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-MQRIC, 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 60%.

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 tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, 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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu, 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.

4.7 Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, 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 100% and the pass mark is 60%.

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 Section, Finance and Administration Directorate, Office of the Prime Minister, 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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 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 mis-Sezzjoni tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, Berġa ta' Kastilja, 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-Direttorat huma (http://www.opm.gov.mt) u (human-resources.opm@gov.mt).

L-4 ta' Awwissu, 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-Ministeru 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 latest, 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 Section, Finance and Administration Directorate, Office of the Prime Minister, Auberge de Castille, 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 Directorate are (http://www.opm.gov.mt) and (human-resources.opm@gov.mt).

4th August, 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-Information Management Unit (IMU) 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 iridu jkunu temmew b'suċċess kors t' 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/ADAC jew applikazzjonijiet għal pożizzjoni definita.

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

applicants that it has zero tolerance policy towards any form of child abuse. MEYR adheres to S.L. 327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory 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 Information Management Unit (IMU) 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/ADAC positions or applications for a definite position.

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

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, soġġett 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 fl-implimentazzjoni tal-Istrateġija tal-ICT fi ħdan il-MEYR;

ii. Jippjana, jimmaniġġja u jikkordina t-tmexxija ta' kuljum tal-Information Management Unit li tittratta l-korrispondenza, mistoqsijiet relatati ma' proġetti tal-ICT, il-komunikazzjoni ta' deċiżjonijiet u kwalunkwe proċess amministrattiv ieħor meħtieġ;

iii. Jassisti u jimplimenta t-titjib propost kif meħtieġ;

iv. Jassisti fil-ġestjoni u l-implimentazzjoni tal-baġit tal-IMU u fit-trattament tat-talbiet għal xiri meħtieġa minn din it-taqsima;

v. Jitlob u jirreġistra ħtiġiet minn uffiċjali li jservu fi ħdan l-Unit;

vi. Jikkomunika u jirċievi feedback fi ħdan l-IMU;

vii. Jiżgura t-twassil fil-ħin ta' produzzjoni ta' kwalità għolja, metodi ta' ħidmiet effettivi u komunikazzjoni tajba;

viii. Jassisti lil-line manager tiegħu u lill-maniġment superjuri fl-implimentazzjoni ta' oġġetti ta' azzjoni;

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 if appointed 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 their 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. Assisting in implementing the ICT Strategy within the MEYR;

ii. Planning, managing and coordinating the day-to-day running of the Information Management Unit dealing with correspondence, enquires relating to ICT projects, communicating decisions and any other administrative processes needed;

iii. Assisting and implementing the proposed improvements as required;

iv. Assisting in management and implementation of IMU budget and handling procurement requests needed by this section;

v. Requesting and recording needs from officers serving within the Unit;

vi. Communication and receiving feedback within IMU;

vii. Ensuring on time delivery of high-quality output, effective working methods and good communication;

viii. Assisting your line manager and the senior management in the implementation of action items;

ix. Joħroġ kwotazzjonijiet u ħlasijiet skont il-ftehimiet tal-IMU kif ordnat mil-line manager;

x. Jipparteċipa f'sessjonijiet (informazzjoni u taħriġ) biex itejbu l-ħiliet;

xi. Jivverifika r-rapporti u l-fatturi ta' kull xahar għal skopijiet ta' baġit;

xii. Jikkordina mad-dipartiment tal-Accounts tal-MEYR dwar kwistjonijiet relatati mal-voti tal-linja tal-IMU;

xiii. Jaħdem fuq inizjattiva proprja u kif ukoll fi ħdan tim;

xiv. Kwalunkwe kompitu ieħor li jista' jkun meħtieġ mid-dipartimenti/direttorati tal-Edukazzjoni minn żmien għal żmien relatat mal-ICT u/jew Information Management Unit;

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

xvi. 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

ix. Issuing of quotes and payments as per IMU agreements as directed by the line manager;

x. Participating in (information and training) sessions to enhance skills;

xi. Verifying the monthly reports and invoices for budgeting purposes;

xii. Liaising with the MEYR Accounts department about matters related to IMU line votes;

xiii. Working on own initiative and as well as within a team;

xiv. Any other task that may be required by the Education departments/directorates from time to time related to ICT and/or Information Management Unit;

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

xvi. 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

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;

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) fil-Computing jew ICT jew Public Administration jew Finance jew Business Management jew Project Management jew Management Studies;

JEW

b. fil-pussess ta' Diploma rikonoxxuta komparabbli fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*)fil-Computing jew ICT jew Public Administration jew Finance jew Business Management jew Project Management jew Management Studies;

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: ICT jew Computing jew Accounts jew Business) jew kwalifika komparabbli pertinenti rikonoxxuta;

JEW

(ii) fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat (li jridu jinkludu wieħed minn dawn is-suġġetti ICT jew Computing jew Accounts jew Business).

*Kwalifika rikonoxxuta komparabbli ma' 120/60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċetta biss suġġett

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. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Computing or ICT or Public Administration or Finance or Business Management or Project Management or Management Studies;

OR

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVE credits, or equivalent*) in Computing or ICT or Public Administration or Finance or Business Management or Project Management or Management Studies;

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: ICT or Computing or Accounts or Business) 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: ICT or Computing or Accounts or Business).

*A recognised qualification comparable to 120/60 ECTS/ECVET credits, as applicable, is only accepted subject to an

għal dikjarazzjoni formali ta' rikonoxximent mill-MQRIC 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.

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'.

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 (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' Diċembru, 2023. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

MQRIC 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.

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) 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 (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 December, 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.

(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 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-MQRIC, 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.

(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 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 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 MQRIC recognition statements in respect of their qualifications from MQRIC, 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.

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 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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tlieta, 22 ta' Awwissu, 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;

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 Portal **only** on (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 1.30 p.m. (Central European Summer Time) of Tuesday, 22nd August, 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 latest, 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;

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-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

L-4 ta' Awwissu, 2023

MINISTERU GĦALL-EDUKAZZJONI, L-ISPORT, IŻ-ŻGĦAŻAGĦ, IR-RIĊERKA U L-INNOVAZZJONI

Post ta' Education Support Practitioner fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni

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

Il-Ministeru 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 (MEYR), jilqa' applikazzjonijiet għall-post ta' Education Support Practitioner fi ħdan il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni fil-qasam li ġej:

Safe School Programme

Termini u Kundizzjonijiet

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

2.2. Is-salarju ta' Education Support Practitioner 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' Education Support Practitioner fi Skala ta' Salarju 10 titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27,178.77 fis-sena 2023) wara ħames (5) snin servizz bħala Education Support Practitioner fi Skala ta' Salarju 10, jekk tkun qdiet dmirha b'mod sodisfaċenti.

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.

4th August, 2023

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Post of Education Support Practitioner 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 Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process.

1. The Permanent Secretary, Ministry for Education, Sport, Youth, Research and Innovation (MEYR), invites applications for the post of an Education Support Practitioner within the Ministry for Education, Sport, Youth, Research and Innovation in the following area:

Safe School Programme

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 an Education Support Practitioner 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.

2.3. An Education Support Practitioner in Salary Scale 10 will progress to Salary Scale 9 (€24,494.79 x €447.33 - €27,178.77 in 2023) on completion of five (5) years service as an Education Support Practitioner in Salary Scale 10, subject to satisfactory performance.

2.4. Persuna fil-grad ta' Education Support Practitioner fi Skala ta' Salarju 9 titla' fi Skala ta' Salarju 8 (€26,048.25 x €486.83 - €28,969.23 fis-sena 2023) wara tmien (8) snin servizz bħala Education Support Practitioner fi Skala ta' Salarju 9, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5. Persuni fil-grad ta' Education Support Practitioner (Skala ta' Salarju 10) jew Education Support Practitioner (Skala ta' Salarju 9) jew Educational Support Practitioner (Skala ta' Salarju 8) li jiksbu kwalifika rilevanti ta' Livell 7 tal-MQF kif determinat mill-maniġment minn żmien għal żmien għandhom immedjatament jitpoġġew fi Skala ta' Salarju 8 bħala Senior Education Support Practitioner u għandhom ikomplu jagħmlu progress skont id-disposizzjonijiet li jirregolaw il-grad ta' Senior Education Support Practitioner kif jinstab fil-ftehim bejn il-Gvern ta' Malta u l-Għaqda tal-Għalliema (MUT) li jappartjenu lill-Gradi ta' Servizzi ta' Appoġġ għall-Istudenti fid-Direttorat għas-Servizzi Edukattivi (DSE) fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni (MEYR).

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 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/ADAC jew applikazzjonijiet għal pożizzjoni definita.

Dmirijiet

3. Id-dmirijiet ta' Education Support Practitioner (ESP) fil-qasam ta' Safe School Programme jinkludu li:

i. Ikabbar l-għarfien tal-ġenituri, studenti u edukaturi dwar is-suġġetti u l-effetti tal-ibbulljar, tal-abbuż tat-tfal u tas-sustanzi illeċiti;

ii. Iħeġġeġ lill-vittmi jkollhom għadd ta' ħbieb u li jagħmel sessjonijiet ta' segwitu ma' dawn l-istudenti;

iii. Jipprovdi l-interventi neċessarji meta jiġu rrappurtati każijiet serji, fejn jingħata s-sapport lill-individwi (studenti, ġenituri u edukaturi) biex tiżdied il-kompetenza u l-kunfidenza tagħhom biex jiddiljaw ma' mġiba ta' bbulljar, abbuż u użu illeċitu ta' sustanzi;

2.4. An Education Support Practitioner in Salary Scale 9 will progress to Salary Scale 8 (€26,048.25 x €486.83 - €28,969.23 in 2023) on completion of eight (8) years service as an Education Support Practitioner in Salary Scale 9, subject to satisfactory performance.

2.5. An Education Support Practitioner (Salary Scale 10) or an Education Support Practitioner (Salary Scale 9) or an Educational Support Practitioner (Salary Scale 8) who obtain a relevant MQF Level 7 qualification as determined by management from time to time shall immediately be placed in Salary Scale 8 as a Senior Education Support Practitioner and shall continue to progress as per provisions regulating the grade of Senior Education Support Practitioner as found in the agreement between the Government of Malta and the Malta Union of Teachers (MUT) pertaining to the Student Support Services Grades within the Directorate for Educational Services (DES) at the Ministry for Education, Sport, Youth, Research and Innovation (MEYR).

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/ADAC positions or applications for a definite position.

Duties

3. The duties of an Education Support Practitioner (ESP) in the area of Safe School Programme include:

i. Raising awareness to parents, students and staff about the issues and effects of bullying, child abuse and illicit substances;

ii. Encouraging circle of friends for the victims and holds follow up sessions with these groups;

iii. Providing the necessary interventions when serious cases are reported, where support is provided to individuals (students, parents and staff) to increase their competence and confidence in dealing with bullying behaviour, child abuse and substance misuse;

iv. Jipprovdi l-intervent adattat bi strateġiji indiretti u/jew diretti li jistgħu jinkludu sessjonijiet individwali, sessjonijiet fil-klassi, fora, seminars, staff development meetings u xogħol preventiv ieħor;

v. Jaħdem fuq programm preventiv u ta' intervent mal-istudenti kif ukoll mal-ġenituri;

vi. Jilloggja l-każijiet referuti kollha u jipprovdi l-istatistika neċessarja kollha;

vii. Iżomm ir-rekords kollha tas-sessjonijiet individwali u/jew fi grupp;

viii. Jikteb rapport annwali dwar ix-xogħol kollu li jsir matul is-sena skolastika/kalendarja;

ix. Jikkollabora ma' professjonisti oħra li jagħtu s-servizz tagħhom fl-iskejjel/kulleġġi u jorganizza/jipparteċipa f'case conferences skont in-natura tal-każ;

x. Jaħdem f'kollaborazzjoni ma' entitajiet oħra barra l-NSSS bħaċ-Child Protection Services u d-Drug Squad (fil-Korp tal-Pulizija);

xi. Jirrispondi għall-Uffiċjal Edukattiv (Counselling), għall-Assistent Direttur u d-Direttur tas-Servizzi Nazzjonali għas-Sapport tal-Istudenti;

xii. Iwettaq dmirijiet oħra meħtieġa minn żmien għal ieħor skont l-esiġenzi tas-servizz;

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

xiv. 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

iv. Providing the appropriate intervention through indirect and/or direct strategies which include, individual sessions, classroom sessions, fora, seminars, staff development meetings and other preventive work;

v. Working on a Preventive and Intervention Programme with both students and parents;

vi. Logging in all the alleged cases reported and providing the necessary statistics;

vii. Keeping all records of individual and/or group sessions/interviews;

viii. Compiling an annual report of all the work carried out during the calendar/scholastic year;

ix. Collaborating with other professionals giving their services in the schools/colleges and organizing/participating in case conferences according to the nature of the case;

x. Working in collaboration with other entities outside the NSSS like the Child Protection Services and Drug Squad (Police Force);

xi. Being accountable to the Education Officer (Counselling), Assistant Director and Director National School Support Services;

xii. Performing any other duties requested from time to time according to the exigencies of the service;

xiii. Undertake 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

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 bil-lingwa Ingliża; U

iii. fil-pussess ta' liċenzja valida tas-sewqan;

iv. fil-pussess ta' degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu ECTS/ECVET, jew ekwivalenti*) fl-Education jew Social Policy jew Youth Work jew Psychology jew Sociology jew Social Work jew Social Wellbeing Studies.

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

v. 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.

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; AND

iii. in possession of a valid driving license;

iv. in possession of a recognised Bachelor degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVE credits, or equivalent *) in Education or Social Policy or Youth Work or Psychology or Sociology or Social Work or Social Wellbeing Studies.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MQRIC 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) Kwalifiki f'livell ogħla minn dak imsemmi hawn fuq jiġu aċċettati għal finijiet ta' eliġibbiltà, sakemm jissodisfaw ir-rekwiżiti tas-suġġett speċifikat. Kwalifika ta' Master f'Livell 7 tal-MQF, jew ekwivalenti, għandha tinkludi minimu ta' 90 krettu ECTS/ECVETS jew ekwivalenti*.

*Kwalifika ta' Master rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss bil-kundizzjoni li dikjarazzjoni formali ta' rikonoxximent tal-Master mill-MQRIC tiġi sottomessa mal-applikazzjoni. Kwalifika ta' Master rikonoxxuta mill-Università ta' Malta (mogħtija qabel l-2009) b'inqas minn 60 krettu ECTS/ECVET hija aċċettabbli sakemm ikun ivverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET.

(ii) Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 (iv) jew kif indikat f'paragrafu 4.2 (i), 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' Diċembru, 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 (iv) jew 4.2 (i).

(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. Il-kriterji ta' eliġibbiltà rispettivi stabbiliti għal kull grad fil-ftehim bejn il-Gvern ta' Malta u l-Malta Union of Teachers (MUT) li għandhom x'jaqsmu mal-Gradi tas-Servizzi ta' Appoġġ għall-Istudenti fid-DES fil-MEYR iffirmat fit-2 ta' Awwissu, 2021 se jqisu wkoll is-snin preċedenti kollha ta' servizz sodisfaċenti fil-gradi u l-kwalifiki rilevanti akkumulati mill-applikanti. B'hekk, tagħmel lill-applikanti li jkollhom il-ħtieġa akkumulata, eliġibbli għal kwalunkwe kariga, wara sejħa għall-applikazzjoni kif stipulat fil-ftehim. Bħala tali, servizz fi rwoli ogħla jew ekwivalenti fil-ħin tal-applikazzjoni, li jista' jinkludi rwoli mhux regolati mill-ftehim, ma jeskludix kandidati potenzjali fl-applikazzjoni u l-kisba tal-eliġibbiltà għal gradi ekwivalenti u/jew aktar baxxi regolati fil-ftehim.

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 Master qualification at MQF Level 7, or equivalent, must comprise a minimum of 90 ECTS/ECVETS credits or equivalent*.

*A recognised Master qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MQRIC formal Master recognition statement being submitted with the application. A recognised Master qualification from the University of Malta (awarded pre-2009) with less than 60 ECTS/ECVET credits is acceptable provided that it is verified by MQRIC that the workload is comparable to at least 60 ECTS/ECVE credits.

(ii) Furthermore, candidates who have not yet formally obtained the qualification specified in paragraph 4.1 (iv) or else as indicated in paragraph 4.2 (i) 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 December, 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 clauses 4.1 (iv) or 4.2 (i).

(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. The respective eligibility criteria established for every grade in the agreement between the Government of Malta and the Malta Union of Teachers (MUT) pertaining to Student Support Services Grades within DES a MEYR signed on 2nd August, 2021 will also take into consideration all previous years of satisfactory service in the relevant grades and qualifications accrued by applicants. Thus, it will make applicants possessing accrued requirement, eligible for any post, following a call for application as stipulated in agreement. As such, service in higher or equivalent roles at the time of application, which may include roles not regulated by the agreement, will not exclude potential candidates in applying and gaining eligibility for equivalent and/or lower grades regulated by the agreement.

4.4. 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.

4.5. 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.

4.6. 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.

4.7. Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 4.1 sa 4.6 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

4.8. 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

4.4. 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.

4.5. 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

4.6. 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.

4.7. Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.6 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.8. 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

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.

4.9. 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-MQRIC, 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 4.7, 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 tal-Online 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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tlieta, 22 ta' Awwissu, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fil-provedimenti 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.

4.9. Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, 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 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 4.7, 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 1.30 p.m. (Central European Summer Time) of Tuesday, 22nd August, 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).

Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

L-4 ta' Awwissu, 2023

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

Post ta' Assistant Manager (Riżorsi Umani) 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-post ta' Assistant Manager (Riżorsi Umani) fil-Ministeru għall-Intern, is-Sigurtà, ir-Riformi u l-Ugwaljanza.

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).

These general provisions are to be regarded as an integral part of this call for applications.

4th August, 2023

MINISTRY FOR HOME AFFAIRS, SECURITY, REFORMS AND EQUALITY

Post of Assistant Manager (Human Resources) 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 post of Assistant Manager (Human Resources) in the Ministry for Home Affairs, Security, Reforms and Equality.

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 iridu 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/ADAC jew applikazzjonijiet għal pożizzjoni definita.

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

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, which will progress to Scale 10 (€23,029.57 x €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.

2.5 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/ADAC positions or applications for a definite position.

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

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. Jaqdi dmirijiet relatati mas-sistema tal-payroll, inkluż imma mhux limitat għal kordinament mal-P&SD u ċ-Ċentru tas-Salarji f'Għawdex (MGOZ);

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

iv. 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;

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

vi. 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;

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

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

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

x. Ixerred informazzjoni u aġġornamenti dwar l-amministrazzjoni pubblika kif meħtieġ;

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

xii. 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;

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

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. Performing duties related to the payroll system, including but not limited to liaising with P&SD and Central Salaries, (MGOZ);

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

iv. 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;

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

vi. 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;

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

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

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

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

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

xii. 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;

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

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

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

L-oġġettivi tal-pożizzjoni huma li jappoġjaw 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 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'.

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 Resources Management decision are taken. The 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 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. ikunu proficjenti fil-lingwa Maltija u fil-lingwa Ingliża;

iii. 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, Leadership and Change Management jew Industrial Relations and Workplace Learning jew Business Administration jew Accountancy.

*Kwalifika rikonoxxuta komparabbli ma' 60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċetta biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MQRIC 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 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

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;

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

*A recognised qualification comparable to 60 ECTS/ECVET credits, as applicable, is only accepted subject to an MQRIC 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 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 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

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' Diċembru, 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-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 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-MQRIC, 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

their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification by the 31st December, 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 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 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 MQRIC recognition statements in respect of their qualifications from MQRIC, 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,

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 60%.

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 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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu 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;

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 60%.

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 Human Resources Section, Ministry for Home Affairs, Security, Reforms and Equality, 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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 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 latest, 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;

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-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).

L-4 ta' Awwissu, 2023

MINISTERU GĦALL-AFFARIJIET BARRANIN U EWROPEJ U L-KUMMERĊ

Post ta' Manager I (Accounting and Finance) 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-post ta' Manager I (Accounting and Finance) 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 I (Accounting and Finance) 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 titla' fi Skala ta' Salarju 9 (€24,494.79 x €447.33 - €27,178.77 fis-sena 2023) wara

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 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).

4th August, 2023

MINISTRY FOR FOREIGN AND EUROPEAN AFFAIRS AND TRADE

Post of Manager I (Accounting and Finance) 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 post of Manager I (Accounting and Finance) 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 I (Accounting and Finance) 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 will progress to Salary Scale 9 (€24,494.79 x €447.33 - €27,178.77 in 2023) on completion

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 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 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 wkoll intitolati 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.

a. Il-persuni maħtura jkunu intitolati għal benefiċċji oħra u suġġetti għall-kundizzjonijiet u l-obbligi li huma stipulati fil-Working Conditions for Officers within the Managerial Stream for Qualified Personnel.

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/ADAC jew applikazzjonijiet għal pożizzjoni definita.

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. 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.

2.10 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 fil-qasam tal-Accounting and Finance, skont il-postijiet vakanti stabbiliti.

of two (2) years service as Manager I in Salary Scale 10, subject to satisfactory performance.

2.5 A Manager I 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 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.

a. Appointees will also be entitled to such other benefits and such other conditions and obligations as stipulated in the Working Conditions for Officers within the Management Stream for Qualified Personnel.

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/ADAC positions or applications for a definite position.

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, 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.

2.10 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 the area of Accounting and Finance, in accordance with established vacancies.

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

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Manager I (Accounting and Finance) jinkludu li:

i. Responsabbli għall-iproċessar f'waqtu ta' tranżazzjonijiet fiskali u finanzjarji, verifiki, rekordjar, rendikonti u rikonċiljazzjoni;

ii. Responsabbli għall-korrettezza ta' żamma bażika ta' kotba u dokumenti oħrajn ta' accounts u t-twettiq ta' xogħol rigward il-proċess bankarju ta' rikonċiljazzjoni tal-Kont Pubbliku;

iii. Responsabbli għall-implimentazzjoni u l-infurzar ta' leġiżlazzjoni, politiki, direzzjonijiet, proċeduri u linji gwida f'dipartiment jew ministeru partikolari jew mal-Gvern;

iv. Responsabbli għall-manutenzjoni u l-kontroll tal-kontijiet, bħalma huma kontijiet below-the-line u voti u jevalwa wkoll il-virements fi ħdan il-voti kif ukoll it-talbiet għal finanzjament addizzjonali;

v. Jikkordina r-rilaxx ta' fondi permezz ta' mekkaniżmi varji u l-ġbir ta' dħul finanzjarju, japprova tranżazzjonijiet kif ikun ordnat, jirrevedi management accounts, stqarrijiet ta' likwidità u rapporti finanzjarji oħra bħala parti mill-proċess;

vi. Jikkontribwixxi għall-ippjanar u l-kontroll ta' baġit, u fil-kumpilazzjoni tal-Business and Financial Plan;

vii. Jivvaluta l-allokazzjonijiet baġitarji u t-tbassir tad-dħul fl-Estimi Finanzjarji tal-Gvern, kemm għas-sena ta' wara kif ukoll fuq bażi ta' Business and Financial Plan ta' tliet snin, u l-monitoraġġ kontinwu tagħhom matul is-sena;

viii. Jagħti kontribut fl-interpretazzjoni tal-accounts finali u jipparteċipa fl-analiżi u r-reviżjonijiet tal-valur għall-flus;

ix. Jirrappreżenta lid-Dipartiment jew lill-Ministeru f'laqgħat u konferenzi, kemm lokali kif ukoll internazzjonali, u jipparteċipa fi gruppi ta' ħidma kif ikun mitlub;

x. Jikkontribwixxi u jassisti fil-kumpilazzjoni ta' rapporti varji;

xi. Iżomm ruħu aġġornat ma' standards ta' accounts, leġiżlazzjoni finanzjarja u politiki tal-Gvern kif mitlub;

xii. Jikkontribwixxi għall-formulazzjoni u l-aġġornament ta' politiki ta' natura finanzjarja kif ikun mitlub minnu;

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 (Accounting and Finance) include:

i. Responsible for the timely and correct processing of fiscal and financial transactions, verifications, recording, tracking and reconciliation;

ii. Responsible for the correctness of basic book keeping and other accounting documents, including performing work on the bank reconciliation process of the Public Account;

iii. Responsible for the implementation and enforcement of legislation, policies, directions, procedures and guidelines in a particular department or ministry or across Government;

iv. Responsible for the maintenance and control of accounts, such as below-the-line accounts and votes, assessing virements within votes as well as requests for additional funding;

v. Coordinates the release of funds through various mechanisms and the collection of revenue, approving transactions as directed, reviewing management accounts, cashflow statements and other financial reports as part of the process;

vi. Contributes to budget planning and control, and the compilation of the Business and Financial Plan;

vii. Assesses budgetary allocations and revenue forecasts in the Financial Estimates of Government, both for the following year and on the basis of a three-year Business and Financial Plan, and their continuous monitoring during the course of the year;

viii. Contributes towards the interpretation of final accounts and participating in value for money analysis and reviews;

ix. Represents the Department or Ministry in meetings and conferences, both locally and abroad and participating in working groups as required;

x. Contributes to and assists in the compilation of various reports;

xi. Keeps abreast with accounting standards, financial legislation, Government policies as directed;

xii. Contributes towards the formulation and updating of policies of a financial nature as directed;

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

xiv. 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'.

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

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

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'.

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

fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

U

ii. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża. Madankollu, il-kandidati li ma jissodisfawx l-abbiltà li jikkomunikaw bil-lingwa Maltija u ma jkollhomx mill-inqas Livell 1 tal-MQF fil-lingwa Maltija, iridu jattendu u jgħaddu b'suċċess fl-assessjar mill-kors Maltese Language 1 offrut mill-Istitut għas-Servizzi Pubbliċi. L-attendenza għal dan il-kors flimkien mal-kisba tal-Livell 1 tal-MQF għandhom jitlestew qabel il-konferma tal-ħatra, jiġifieri fi żmien tnax-il (12) xahar mill-ingaġġ;

Jekk il-persuna tonqos milli tippreżenta evidenza li għaddiet il-kors b'suċċess u attendiet sal-aħħar tal-perjodu ta' prova (jiġifieri tnax-il (12) xahar mill-ingaġġ), awtomatikament tintilef il-kariga msemmija hawn fuq.

U

iii. ikollhom kwalifika ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVETS, jew ekwivalenti*) f'Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew ikollhom kwalifika professjonali rikonoxxuta komparabbli fil-Livell 6 tal-MQF f'Accountancy.

*Kwalifika ta' Master rikonoxxuta b'minimu ta' 180 krettu ECTS/ECVET hija aċċettata biss bil-kundizzjoni li dikjarazzjoni formali ta' rikonoxximent tal-Master mill-MQRIC 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' Master f'Livell 7 tal-MQF, jew ekwivalenti, għandha tinkludi minimu ta' 90 krettu ECTS/ECVETS jew ekwivalenti*.

*Kwalifika ta' Master rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss bil-kundizzjoni li dikjarazzjoni formali ta' rikonoxximent tal-Master mill-MQRIC tiġi sottomessa mal-applikazzjoni. Kwalifika ta' Master rikonoxxuta mill-Università ta' Malta (mogħtija qabel l-2009) b'inqas minn 60 krettu ECTS/ECVET hija aċċettabbli sakemm ikun ivverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET.

licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

AND

ii. able to communicate in Maltese and English languages. However, candidates who do not satisfy the ability to communicate in Maltese language and do not possess at least an MQF Level 1 in the Maltese language must attend and be successful in the assessment of the Maltese Language 1, course offered by the Institute of Public Services. Attendance to such course together with the attainment of MQF Level 1, are to be completed before the confirmation of appointment i.e. within the twelve (12) months of engagement;

Failure to present evidence of successful pass and attendance by the end of probationary period (i.e. twelve (12) months from engagement) will result in automatic termination of the post in caption.

AND

iii. in possession of a recognised Bachelor degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVETS credits, or equivalent*) in Business Management or Business Administration or Economics or Banking and Finance or Accountancy 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 MQRIC 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 Master qualification at MQF Level 7, or equivalent, must comprise a minimum of 90 ECTS/ECVETS credits or equivalent*.

*A recognised Master qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MQRIC formal Master recognition statement being submitted with the application. A recognised Master qualification from the University of Malta (awarded pre-2009) with less than 60 ECTS/ECVET credits is acceptable provided that it is verified by MQRIC that the workload is comparable to at least 60 ECTS/ECVE credits.

(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' Diċembru, 2023. Jekk l-iskadenza ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatkament 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-

(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 December, 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 qualifications 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 till 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

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-MQRIC, 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-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 huwa 1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu, 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.

4.7 Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, 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 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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 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 mit-Taqsima 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 ta' kuntatt u l-indirizz elettroniku tad-Dipartiment huma (www.foreign.gov.mt), (+356) 2204 3030 u (recruitment.mfet@gov.mt).

L-4 ta' Awwissu, 2023

MINISTERU GĦALL-AFFARIJIET BARRANIN U EWROPEJ U L-KUMMERĊ

Post ta' Manager II (Accounting and Finance) 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'

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 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).

4th August, 2023

MINISTRY FOR FOREIGN AND EUROPEAN AFFAIRS AND TRADE

Post of Manager II (Accounting and Finance) 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 (Accounting and Finance) 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 (Accounting and Finance) huwa ta' Skala ta' Salarju 7, li fis-sena 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 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-kandidati magħżula 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.

a. Il-persuni maħtura jkunu intitolati għal benefiċċji oħra u suġġetti għall-kundizzjonijiet u l-obbligi li huma stipulati fil-Working Conditions for Officers within the Managerial Stream for Qualified Personnel. Allowances ta' ċertifikazzjoni b'rabta mal-kisba ta' kwalifika u/jew warrant pertinenti, kif ukoll rimborż b'rabta ma' Żvilupp Professjonali Kontinwu, huma inklużi fil-pakkett tas-salarju.

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/ADAC jew applikazzjonijiet għal pożizzjoni definita.

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)

for the post of Manager II (Accounting and Finance) 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 (Accounting and Finance) 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 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.

a. Appointees will also be entitled to such other benefits and such other conditions and obligations as stipulated in the Working Conditions for Officers within the Managerial Stream for Qualified Personnel. Certification allowances in respect of attainment of pertinent qualification and/or warrant, and a Continuous Professional Development reimbursement are included in the salary package.

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/ADAC positions or applications for a definite position.

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

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 ser 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 tal-Accounting and Finance, 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 (Accounting and Finance) jinkludu li:

i. Responsabbli għat-tqassim xieraq ta' fondi, monitoraġġ, evalwazzjoni u kontroll tar-riżorsi finanzjarji u l-finanzjamenti allokati lill-ministeri, permezz ta' mekkaniżmi varji, b'relazzjoni mas-Servizz Pubbliku u s-Settur Pubbliku;

ii. Jassigura li kull ġbir ta' dħul u arretrati ta' dħul ikunu massimizzati u li jinżammu accounts xierqa;

iii. Jassigura li trasferimenti ta' flejjes li għandhom itejbu kemm jistgħu l-cashflow tal-Gvern, flimkien ma' rappurtar ta' cashflow ippjanat jew attwali, jitwettqu fi żmien xieraq;

iv. Janalizza talbiet għat-trasferiment ta' fondi u proposti ta' nfiq li jitfaċċaw waqt is-sena finanzjarja, u jawtorizza kull tranżazzjoni kif ikun mitlub;

v. Responsabbli għal-ledger ġenerali, sub-ledgers u rikonċiljazzjonijiet, kif ukoll assi u inventarji tal-ministeru jew id-dipartiment rispettiv;

vi. Responsabbli għaż-żamma xierqa ta' tranżazzjonijiet, il-kumpilazzjoni korretta ta' data ta' statistika u tbassir u projezzjonijiet, u l-identifikazzjoni ta' xejriet ġodda fid-data;

vii. Jassigura li l-leġiżlazzjoni, regolamenti, politiki u proċeduri stabbiliti ta' kontroll intern jinżammu u li jiġi implimentat kif xieraq monitoraġġ fil-proċessi kollha assenjati;

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 the area of Accounting and Finance, 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 (Accounting and Finance) include:

i. Responsible for the proper disbursement, monitoring, evaluation and control of financial resources and funding allocated to ministries, through various mechanisms, in relation to the Public Service and Public Sector;

ii. Ensures that any collection of revenue and arrears of revenue are maximised and that proper accounts thereof are kept;

iii. Ensures that transfers of monies which optimise Government cashflow, as well as projected or actual cash flow reporting, are carried out in a timely manner;

iv. Analyses requests for the virement of funds and expenditure proposals which arise during the financial year, authorising any transaction as directed;

v. Responsible for the general ledger, sub-ledgers and reconciliations, as well as assets and inventories of the respective ministry or department;

vi. Responsible for the proper recording of transactions, the correct compilation of statistical data and projections and the identification of trends in data;

vii. Ensures that legislation, regulation, policies and established internal control procedures are adhered to and that monitoring is properly implemented in all processes assigned;

viii. Jikkontribwixxi għal allokazzjoni tal-baġit u tbassir tad-dħul, ippjanar u l-kontroll ta' baġit, inkluż il-kontribuzzjoni fil-kumpilazzjoni tal-Business and Financial Plan;

ix. Jagħti pariri dwar varjazzjonijiet minn miri finanzjarji miftiehma, stimi u allokazzjonijiet baġitarji u jipprovdi kontribut fir-rapport ta' Stimi Riveduti ta' kull xahar;

x. Jikkontribwixxi u jassisti fil-kumpilazzjoni ta' pubblikazzjonijiet u rapporti varji;

xi. Iżomm ruħu aġġornat ma' standards ta' accounts, leġiżlazzjoni finanzjarja, politiki tal-Gvern, sistemi ta' accounting, proċeduri u applikazzjonijiet, u jsegwi taħriġ kif ikun mitlub;

xii. Jikkontribwixxi għall-formulazzjoni u l-aġġornament ta' politiki ta' natura finanzjarja kif ikun mitlub jagħmel;

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/ha, kif jista' jkun meħtieġ;

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-

viii. Contributes to budget allocations and revenue forecasts, planning and control, including contributing in the compilation of the Business and Financial Plan;

ix. Advising on variances from agreed financial targets, estimates and budgetary allocations and provide input on the monthly Revised Estimates reports;

x. Contributes to and assists in the compilation of various publications and reports;

xi. Keeps abreast with accounting standards, financial legislation, Government policies, accounting systems, procedures and applications, and following training as directed;

xii. Contributes towards the formulation and updating of policies of a financial nature as directed;

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.

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.

U

ii. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża. Madankollu, il-kandidati li ma jissodisfawx l-abbiltà li jikkomunikaw bil-lingwa Maltija u ma jkollhomx mill-inqas Livell 1 tal-MQF fil-lingwa Maltija, iridu jattendu u jgħaddu b'suċċess fl-assessjar mill-kors Maltese Language 1 offrut mill-Istitut għas-Servizzi Pubbliċi. L-attendenza għal dan il-kors flimkien mal-kisba tal-Livell 1 tal-MQF għandhom jitlestew qabel il-konferma tal-ħatra, jiġifieri fi żmien tnax-il (12) xahar mill-ingaġġ;

Jekk il-persuna tonqos milli tippreżenta evidenza li għaddiet il-kors b'suċċess u attendiet sal-aħħar tal-perjodu ta' prova (jiġifieri tnax-il (12) xahar mill-ingaġġ), awtomatikament tintilef il-kariga msemmija hawn fuq.

U

iii. ikollhom kwalifika ta' Master rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) f'Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew ikollhom kwalifika professjonali rikonoxxuta komparabbli fil-Livell 7 tal-MQF f'Accountancy.

*Kwalifika ta' Master rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss bil-kundizzjoni li dikjarazzjoni formali ta' rikonoxximent tal-Master mill-MQRIC tiġi sottomessa mal-applikazzjoni. Kwalifika ta'

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.

AND

ii. able to communicate in Maltese and English languages. However, candidates who do not satisfy the ability to communicate in Maltese language and do not possess at least an MQF Level 1 in the Maltese language must attend and be successful in the assessment of the Maltese Language 1, course offered by the Institute of Public Services. Attendance to such course together with the attainment of MQF Level 1, are to be completed before the confirmation of appointment i.e. within the twelve (12) months of engagement;

Failure to present evidence of successful pass and attendance by the end of probationary period (i.e. twelve (12) months from engagement) will result in automatic termination of the post in caption.

AND

iii. in possession of a recognised Master qualification at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Business Management or Business Administration or Economics o Banking and Finance or Accountancy or a recognised comparable professional qualification at MQF Level 7 in Accountancy.

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

Master rikonoxxuta mill-Università ta' Malta (mogħtija qabel l-2009) b'inqas minn 60 krettu ECTS/ECVET hija aċċettabbli sakemm ikun ivverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET.

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 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' Diċembru, 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

the University of Malta (awarded pre-2009) with less than 60 ECTS/ECVET credits is acceptable provided that it is verified by MQRIC that the workload is comparable to at least 60 ECTS/ECVE credits.

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 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 December, 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 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

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-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonoxximent tal-kwalifiki mingħand l-MQRIC, 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-Affarijiet Barranin u Ewropej u l-Kummerċ, permezz

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 till 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 MQRIC recognition statements in respect of their qualifications from MQRIC, 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 for Corporate Services, Ministry for Foreign and European Affairs and Trade, through the Online

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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu, 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) jew jinkisbu mit-Taqsima 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 ta' kuntatt u l-indirizz elettroniku tad-Dipartiment huma (www.foreign.gov.mt), (+356) 2204 3030 u (www.foreign.gov.mt).

L-4 ta' Awwissu, 2023

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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 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 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).

4th August, 2023

MINISTERU GĦAL-WIRT NAZZJONALI,
L-ARTI U L-GVERN LOKALI

**Post ta' Manager II (Accounting and Finance)
fil-Ministeru għall-Wirt Nazzjonali,
l-Arti u l-Gvern Lokali**

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

1. Is-Segretarju Permanenti (Integrazzjoni u Amministrazzjoni, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, jilqa' applikazzjonijiet għall-post ta' Manager II (Accounting and Finance) 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 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 (Accounting and Finance) huwa ta' Skala ta' Salarju 7, li fis-sena 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 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-kandidati magħżula 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.

a. Il-persuni maħtura jkunu intitolati għal benefiċċji oħra u suġġetti għall-kundizzjonijiet u l-obbligi li huma stipulati fil-Working Conditions for Officers within the Managerial Stream for Qualified Personnel. Allowances ta' ċertifikazzjoni b'rabta mal-kisba ta' kwalifika u/jew warrant pertinenti, kif ukoll rimborż b'rabta ma' Żvilupp Professjonali Kontinwu, huma inklużi fil-pakkett tas-salarju.

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/ADAC jew applikazzjonijiet għal pożizzjoni definita.

MINISTRY FOR THE NATIONAL HERITAGE,
THE ARTS AND LOCAL GOVERNMENT

**Post of Manager II (Accounting and Finance)
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 Manager II (Accounting and Finance) in 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 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 (Accounting and Finance) 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 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.

a. Appointees will also be entitled to such other benefits and such other conditions and obligations as stipulated in the Working Conditions for Officers within the Managerial Stream for Qualified Personnel. Certification allowances in respect of attainment of pertinent qualification and/or warrant, and a Continuous Professional Development reimbursement are included in the salary package.

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/ADAC positions or applications for a definite position.

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.

2.8 Mhux ser 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 tal-Accounting and Finance, 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 (Accounting and Finance) jinkludu li:

i. Responsabbli għat-tqassim xieraq ta' fondi, monitoraġġ, evalwazzjoni u kontroll tar-riżorsi finanzjarji u l-finanzjamenti allokati lill-ministeri, permezz ta' mekkaniżmi varji, b'relazzjoni mas-Servizz Pubbliku u s-Settur Pubbliku;

ii. Jassigura li kull ġbir ta' dħul u arretrati ta' dħul ikunu massimizzati u li jinżammu accounts xierqa;

iii. Jassigura li trasferimenti ta' flejjes li għandhom itejbu kemm jistgħu l-cashflow tal-Gvern, flimkien ma' rappurtar ta' cashflow ippjanat jew attwali, jitwettqu fi żmien xieraq;

iv. Janalizza talbiet għat-trasferiment ta' fondi u proposti ta' nfiq li jitfaċċaw waqt is-sena finanzjarja, u jawtorizza kull tranżazzjoni kif ikun mitlub;

v. Responsabbli għal-ledger ġenerali, sub-ledgers u rikonċiljazzjonijiet, kif ukoll assi u inventarji tal-ministeru jew id-dipartiment rispettiv;

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 if appointed 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 their own request to carry out duties elsewhere in the area of Accounting and Finance, 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 (Accounting and Finance) include:

i. Responsible for the proper disbursement, monitoring, evaluation and control of financial resources and funding allocated to ministries, through various mechanisms, in relation to the Public Service and Public Sector;

ii. Ensures that any collection of revenue and arrears of revenue are maximised and that proper accounts thereof are kept;

iii. Ensures that transfers of monies which optimise Government cashflow, as well as projected or actual cash flow reporting, are carried out in a timely manner;

iv. Analyses requests for the virement of funds and expenditure proposals which arise during the financial year, authorising any transaction as directed;

v. Responsible for the general ledger, sub-ledgers and reconciliations, as well as assets and inventories of the respective ministry or department;

vi. Responsabbli għaż-żamma xierqa ta' tranżazzjonijiet, il-kumpilazzjoni korretta ta' data ta' statistika u tbassir u projezzjonijiet, u l-identifikazzjoni ta' xejriet ġodda fid-data;

vii. Jassigura li l-leġiżlazzjoni, regolamenti, politiki u proċeduri stabbiliti ta' kontroll intern jinżammu u li jiġi implimentat kif xieraq monitoraġġ fil-proċessi kollha assenjati;

viii. Jikkontribwixxi għal allokazzjoni tal-baġit u tbassir tad-dħul, ippjanar u l-kontroll ta' baġit, inkluż il-kontribuzzjoni fil-kumpilazzjoni tal-Business and Financial Plan;

ix. Jagħti pariri dwar varjazzjonijiet minn miri finanzjarji miftiehma, stimi u allokazzjonijiet baġitarji u jipprovdi kontribut fir-rapport ta' Stimi Riveduti ta' kull xahar;

x. Jikkontribwixxi u jassisti fil-kumpilazzjoni ta' pubblikazzjonijiet u rapporti varji;

xi. Iżomm ruħu aġġornat ma' standards ta' accounts, leġiżlazzjoni finanzjarja, politiki tal-Gvern, sistemi ta' accounting, proċeduri u applikazzjonijiet, u jsegwi taħriġ kif ikun mitlub;

xii. Jikkontribwixxi għall-formulazzjoni u l-aġġornament ta' politiki ta' natura finanzjarja kif ikun mitlub jagħmel;

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

xiv. Kwalunkwe dmir ieħor skont 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

vi. Responsible for the proper recording of transactions, the correct compilation of statistical data and projections and the identification of trends in data;

vii. Ensures that legislation, regulation, policies and established internal control procedures are adhered to and that monitoring is properly implemented in all processes assigned;

viii. Contributes to budget allocations and revenue forecasts, planning and control, including contributing in the compilation of the Business and Financial Plan;

ix. Advising on variances from agreed financial targets, estimates and budgetary allocations and provide input on the monthly Revised Estimates reports;

x. Contributes to and assists in the compilation of various publications and reports;

xi. Keeps abreast with accounting standards, financial legislation, Government policies, accounting systems, procedures and applications, and following training as directed;

xii. Contributes towards the formulation and updating of policies of a financial nature as directed;

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

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.

U

ii. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża. Madankollu, il-kandidati li ma jissodisfawx l-abbiltà li jikkomunikaw bil-lingwa Maltija u ma jkollhomx mill-inqas Livell 1 tal-MQF fil-lingwa Maltija, iridu jattendu u jgħaddu b'suċċess fl-assessjar mil-kors Maltese Language 1 offrut mill-Istitut għas-Servizzi Pubbliċi. L-attendenza għal dan il-kors flimkien mal-kisba tal-Livell 1 tal-MQF għandhom jitlestew qabel il-konferma tal-ħatra, jiġifieri fi żmien tnax-il (12) xahar mill-ingaġġ;

Jekk il-persuna tonqos milli tippreżenta evidenza li għaddiet il-kors b'suċċess u attendiet sal-aħħar tal-perjodu ta' prova (jiġifieri tnax-il (12) xahar mill-ingaġġ), awtomatikament tintilef il-kariga msemmija hawn fuq.

U

iii. ikollhom kwalifika ta' Master rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) f'Business Management jew Business Administration jew Evidence Based Management jew

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.

AND

ii. able to communicate in Maltese and English languages. However, candidates who do not satisfy the ability to communicate in Maltese language and do not possess at least an MQF Level 1 in the Maltese language must attend and be successful in the assessment of the Maltese Language 1, course offered by the Institute of Public Services. Attendance to such course together with the attainment of MQF Level 1, are to be completed before the confirmation of appointment i.e. within the twelve (12) months of engagement;

Failure to present evidence of successful pass and attendance by the end of probationary period (i.e. twelve (12) months from engagement) will result in automatic termination of the post in caption.

AND

iii. in possession of a recognised Master qualification at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Business Management or Business Administration or Evidence Based Management

Economics jew Banking and Finance jew Accountancy jew ikollhom kwalifika professjonali rikonoxxuta komparabbli fil-Livell 7 tal-MQF f'Accountancy.

*Kwalifika ta' Master rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss bil-kundizzjoni li dikjarazzjoni formali ta' rikonoxximent tal-Master mill-MQRIC tiġi sottomessa mal-applikazzjoni. Kwalifika ta' Master rikonoxxuta mill-Università ta' Malta (mogħtija qabel l-2009) b'inqas minn 60 krettu ECTS/ECVET hija aċċettabbli sakemm ikun ivverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET.

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 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' Diċembru, 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 jew 4.2.

or Economics or Banking and Finance or Accountancy or a recognised comparable professional qualification at MQF Level 7 in Accountancy.

*A recognised Master qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MQRIC formal Master recognition statement being submitted with the application. A recognised Master qualification from the University of Malta (awarded pre-2009) with less than 60 ECTS/ECVET credits is acceptable provided that it is verified by MQRIC that the workload is comparable to at least 60 ECTS/ECVET credits.

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, pro vided 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 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 December, 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 qualifications referred to in clauses 4.1 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 till 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-MQRIC, jew awtorità pertinenti oħra, kif applikabbli (ara l-ħolqa aktar 'l isfel).

4.7 Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, 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 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 tas-Sezzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, 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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu, 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) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi, 35, Triq

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 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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 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 latest, 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 Corporate Services Directorate, 35, Triq

l-Ifran, 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 tas-Sezzjoni huma (www.mhal.gov.mt) u (hr.mhal@gov.mt).

L-4 ta' Awwissu, 2023

MINISTERU GĦAS-SAĦĦA

Post ta' Scientific Officer 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' Scientific Officer biex iwettaq dmirijiet ta' Documentation Control fl-Art Clinic fl-Isptar Mater dei fi ħdan il-Ministeru għall Saħħa.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' sena (1).

2.2 Is-salarju ta' Scientific Officer 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' Scientific Officer 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 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.

2.5 Applikazzjonijiet laterali fl-istess grad minn uffiċjali pubbliċi mhumiex aċċettabbli.

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/ADAC jew applikazzjonijiet għal pożizzjoni definita.

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Scientific Officer jinkludu li:

l-Ifran, 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 Section are (www.mhal.gov.mt) and (hr.mhal@gov.mt).

4th August, 2023

MINISTRY FOR HEALTH

Post of Scientific Officer 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 Scientific Officer to perform Documentation Control duties at the Art Clinic at Mater dei Hospital within 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 Scientific Officer 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 Scientific Officer will progress to Scale 9 (€24,494.79 x €447.33 - €27,178.77) on completion of 2 years service in the grade, subject to satisfactory performance.

2.4 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.

2.5 Lateral applications in the same grade from public officers are not allowed.

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/ADAC positions or applications for a definite position.

Duties

3.1 The job duties for the post of Scientific Officer include:

i. Jirrapporta direttament lill-persuna responsabbli u jaħdem that superviżjoni tal-Quality Manager;

ii. Jaderixxi mal-politkia ġenerali elenkata fis-Site Master File f'konformità mas-Sistema ta' Kwalità stabbilita;

iii. Jimmaniġġja l-Politika ta' Kontroll tal-Ġestjoni tad-Dokument u ż-Żamma ta' Dokumenti, li huma fis-seħħ, f'konformità mar-rekwiżiti legali u regolatorji;

iv. Jipprepara u jirreġistra bidliet għad-Dokumenti Uffiċjali/Proċeduri Standard u jikkontrolla bidliet f'konformità mal-Proċeduri Operattivi Standard kurrenti;

v. Jimmaniġġja d-distribuzzjoni, l-iffajljar u l-arkivjar ta' dokumenti uffiċjali biex jiffaċilita aċċess effiċjenti u sigur għall-informazzjoni;

vi. Jeżerċita proċeduri ta' sigurtà fuq proċessar, riproduzzjoni, distribuzzjoni, ħażna, u/jew arkivjar ta' dokumenti;

vii. Isegwi Tassonomiji tal-Klassifikazzjoni tad-Dokument jew tal-Kontenut biex jiffaċilita l-irkupru tal-ġbir, tat-tfittxija u tal-irkupru tal-informazzjoni;

viii. Iżomm il-listi tal-Master Data u jwettaq proċeduri ta' backup biex jipproteġi kontra telf ta' data fil-każ ta' falliment tas-software;

ix. Jorganizza u jzomm ir-rekords taċ-ċertifikati ta' kompetenzja fi ħdan l-entità, li jinkudu taħriġ ta' induzzjoni u orjentazzjoni;

x. Jorganizza u jżomm ir-rekords u ċertifikazzjoni tar-rilaxx għal użu tal-materjali u monitoraġġ tal-apparat;

xi. Jimmaniggja l-gbir u l-ipproċessar tad-dokumenti regolatorji biex jassigura li dawn jaslu fil-ħin għand l-awtoritajiet konċernati;

xii. Jikkollabora mal-entitajiet rispettivi għaż-żamma tal-bini u s-sistemi tat-teknoloġija, waqt li jżomm rekords tal-interventi magħmula;

xiii. Jimmanġġja l-fluss bla xkiel u adegwat ta' informazzjoni fi ħdan l-entità biex ikun assigurat li informazzjoni korretta, fil-ħin u adekwata tingħata lil kull membru tat-tim skont ir-rwol tiegħu/tagħha;

xiv. Iżomm il-lista ta' distribuzzjoni tal-impjegati aġġornata biex jassigura tixrid effettiv ta' notifiki u proċeduri operattivi standard fi ħdan l-entità,

xv. F'kolaborazzjoni mal- maniġer tal-laboratorju u mas-Central Procurement Supplies Unit, jimmaniġġja l-kuntratti

i. Reports directly to responsible person and works under direct supervision of Quality Manager;

ii. Adheres to general policy highlighted in the Site Master File in line with the established Quality System;

iii. Manages Document Management Control and Document Retention Policies, which are in place, in compliance with legal and regulatory requirements;

iv. Prepare and record changes to Official Documents/ Standard Procedures and control changes in line with Quality System in place and current Standard Operating Procedures;

v. Manage distribution, filing and archiving of official documents to facilitate efficient and secure access to information;

vi. Exercises security procedures over document processing, reproduction, distribution, storage, and/or archiving.

vii. Follows Document or Content Classification Taxonomies to facilitate information capture, search, and retrieval;

viii. Maintains Data Master lists and perform backup procedures to protect against data loss in the event of software failure;

ix. Organises and maintains staff competence certification records within the entity which also include induction and orientation training;

x. Organises and maintains material batch release and equipment monitoring records;

xi. Manages the collection and processing of all Regulatory Documentation, to ensure timely submission to regulating/competent authority;

xii. Liaise with respective entities for the upkeep of the premises, IT and security systems, whilst maintaining all records of affected interventions;

xiii. Manages smooth and adequate flow of information across the entity to ensure that correct, timely and adequate information reaches all team members according to their role;

xiv. Maintains an updated employees' distribution list to ensure effective dissemination of notices and standard operating procedures within the entity;

xv. In Liaison with Laboratory Manager and Central Procurement Supplies Unit, manages procurement contracts

tal-akkwist biex jassigura li ordnijiet ta' apparat, materjal u oġġetti oħra jaslu fil-ħin għal kontinwità tas-servizz;

xvi. Jgħin lill-persuna responsabbli fiż-żamma tad-data u preparazzjoni ta' rapport/dokumenti amministrattivi meħtieġa għat-tmexxija tal-entità;

xvii. Jgħin fiż-żamma tal-aġenda tal-Amministrazzjoni Għolja u jgħin fl-ippjanar ta' ħatriet, laqgħat tal-bord, konferenzi, eċċ;

xviii. Jikkontribwixxi għal reviżjoni sistematika tal-proċeduri attwali u titjib kontinwu;

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

xx. Kull dmir ieħor 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, jew 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' 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

to ensure that equipment, materials, and supplies are delivered on time for the continuation of the service;

xvi. Supports Responsible Person in data collection and preparation of administrative reports/documentation required for the smooth running of the entity;

xvii. Support Top Management Team by co-ordinating meetings and training conferences, maintaining meeting's agenda and taking minutes, etc;

xviii. Contribute to systematic review of current procedures and continual improvement;

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

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

Further details of the job description may be obtained from the People Management Division, Ministry for Health, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, or 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 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. kapaċi jikkomunikaw bil-ligwa Maltija u bil-ingwa Ingliża;

ii. able to communicate in the Maltese and English languages

iii. Fil-pussess ta' kwalifika rikonoxxuta fil-Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu ECTS/ECVET, jew ekwivalenti) fix-xjenzi naturali jew dixxiplini xjentifiċi relatati, fosthom jistgħu jinkludu Xjenza tal-Laboratorju jew Bijoloġija u Kimika jew Inġinerija Mekkanika.

iii. In possession of a recognized qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVE credits, or equivalent) in natural sciences or related scientific disciplines, amongst which may include Laboratory Science or Biology and Chemistry or Mechanical Engineering.

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.

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' Master f'Livell 7 tal-MQF, jew ekwivalenti, għandha tinkludi minimu ta' 90 krettu ECTS/ ECVET*.

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 Master qualification at MQF Level 7, or equivalent, must comprise a minimum of 90 ECTS/ ECVET credits or equivalent*.

*Kwalifika ta' Master rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss bil-kundizzjoni li dikjarazzjoni formali ta' rikonoxximent tal-Master mill-MQRIC tiġi sottomessa mal-applikazzjoni. Kwalifika ta' Master rikonoxxuta mill-Università ta' Malta (mogħtija qabel l-2009) b'inqas minn 60 krettu ECTS/ECVET

*A recognised Master qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MQRIC formal Master recognition statement being submitted with the application. A recognised Master qualification from the University of Malta (awarded pre-2009) with less than 60 ECTS/ECVET credits is acceptable provided that it is

hija aċċettabbli sakemm ikun ivverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET

(ii) Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 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' Diċembru, 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) 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.

verified by MQRIC that the workload is comparable to at least 60 ECTS/ECVE credits.

(ii) Furthermore, candidates who have not yet formally obtained the qualification specified in paragraph 4.1 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 December, 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) 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.

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-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-MQRIC, 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-

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 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 MQRIC recognition statements in respect of their qualifications from MQRIC, 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

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 s-1.30 p.m. (Ħin tas-Sajf Ċentrali Ewropew) ta' nhar it-Tnejn, 21 ta' Awwissu, 2023. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fil-provedimenti 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,

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 1.30 p.m. (Central European Summer Time) of Monday, 21st August, 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,

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://health.gov.mt) u (recruitment.health@gov.mt).

L-4 ta' Awwissu, 2023

AĠENZIJA NAZZJONALI TAL-LITTERIŻMU

Sejħa għal Tuturi tal-Programm Nwar part-time f'Malta jew f'Għawdex mal-Aġenzija Nazzjonali tal-Litteriżmu

Numru tal-Permess tal-Jobsplus 660/2022 (il-ħames sejħa)

L-Aġenzija Nazzjonali tal-Litteriżmu qiegħda tilqa' applikazzjonijiet għal Tuturi tal-programm Nwar part-time f'Malta jew f'Għawdex, għal xogħol mill-bidu ta' Ottubru 2023.

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 3 tal-MQF fil-Malti u fl-Ingliż ta' Grad 1-5/A-C, jew ekwivalenti, jew ogħla.

*Applikanti li bħsiebhom japplikaw għall-kors tal-IfE Foundations of a Family Literacy Intervention Programme (Award) li se jsir fis-sena skolastika li jmiss jistgħu japplikaw ukoll. Dawn l-applikanti, jekk jintgħażlu, ikunu jridu jikkommettu ruħhom li jlestu l-kors b'suċċess fi żmien

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

4th August, 2023

NATIONAL LITERACY AGENCY

Call for part-time Nwar Tutors, in Malta or in Gozo, within the National Literacy Agency

Jobsplus Permit Number 660/2022 (fifth call)

The National Literacy Agency is seeking to recruit part-time Nwar tutors in Malta and in Gozo for October 2023 onwards.

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.

*Applicants who intend to apply for the IfE Foundations of a Family Literacy Intervention Programme (Award) course to be held in the next scholastic year may also apply. These applicants, if selected, will need to commit to successfully completing the course within one year from the closing date

sena mid-data tal-għeluq ta' din is-sejħa. Biex jibdew jaħdmu jkun meħtieġ li jlestu b'suċċess almenu l-parti mill-kors li tiġi indikata. Jekk ma jlestux il-kors b'suċċess sa meta msemmi, il-kuntratt jitwaqqaf.

Aktar dettalji dwar ir-rwol u l-kundizzjonijiet tal-impjieg jinkisbu minn (https://educationservices.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 reġistrata 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, l-1 ta' Settembru, 2023, f'nofsinhar.

Applikazzjonijiet bil-posta għandhom jintbagħtu rreġistrati u kmieni biżżejjed biex jaslu qabel id-data tal-għeluq. L-applikanti jiġu mgħarrfa li tkun waslet l-applikazzjoni fi żmien tlett ijiem ta' xogħol. Applikazzjonijiet li jaslu tard ma jiġux ikkunsidrati.

L-4 ta' Awwissu, 2023

AĠENZIJA NAZZJONALI TAL-LITTERIŻMU

Sejħa għal Promotur tar-Rimonta fil-Qari (full-time) mal-Aġenzija Nazzjonali tal-Litteriżmu

Numru tal-Permess tal-Jobsplus: 218/2022 (l-għaxar sejħa)

L-Aġenzija Nazzjonali tal-Litteriżmu qiegħda tilqa' applikazzjonijiet għal Promotur tar-Rimonta fil-Qari (full-time).

L-applikanti għandhom jissodisfaw dawn il-kriterji ta' eliġibbiltà sad-data tal-għeluq:

1. Baċellerat f'Livell 6 tal-MQF, jew ogħla, li jwassal għal kwalifika tal-professjoni ta' għalliem, flimkien mal-Warrant ta' Għalliem (mhux temporanju); U

2. Ċertifikat ta' Reading Recovery Teacher, jew ogħla;* U

3. Tal-anqas sentejn skolastiċi sħaħ bħala għalliem/a fis-settur primarju; U

4. Ċertifikati fil-Malti u l-Ingliż ta' Livell 3 tal-MQF, ĊES (Grad 1-5), jew ekwivalenti jew ogħla; U

of this call. To commence work, they would be required to successfully complete at least the part of the course as will be indicated. If the course is not completed successfully, the contract will be terminated.

A detailed job description, including conditions of employment can be obtained from (https://educationservices.gov.mt/nla), or by 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, 1st September, 2023, at noon.

Applications by post should be sent by registered mail, allowing sufficient time to ensure delivery by the above deadline. Applications will be acknowledged in writing within three working days. Late applications will not be considered.

4th August, 2023

NATIONAL LITERACY AGENCY

Call for Reading Recovery Resource Leader (full-time) within the National Literacy Agency

Jobsplus Permit Number: 218/2022 (tenth call)

The National Literacy Agency is seeking to recruit Reading Recovery Resource Leader (full-time).

Applicants must fulfil the following eligibility criteria by the closing date:

1. A teaching degree at MQF Level 6, or higher, together with the Teacher's Warrant (not temporary); AND

2. Reading Recovery teacher's certificate, or higher;* AND

3. At least two full scholastic years' teaching experience in the primary sector; AND

4. MQF Level 3 in Maltese and English, SEC (Grades 1-5), or equivalent, or higher; AND

5. Kompetenza fl-użu ta' applikazzjonijiet tat-Teknoloġija tal-Informatika, partikolarment MS Word u internet.

*Applikanti li ma jissodisfawx it-tieni kriterju jkunu kkunsidrati jekk jikkommettu ruħhom li jsegwu u jtemmu b'suċċess it-taħriġ rilevanti matul l-ewwel sena tal-impjieg tagħhom.

Il-kandidati magħżula mistennija jaħdmu tul dawn is-siegħat ta' xogħol:

Fix-xitwa: (mill-1 ta' Ottubru sal-15 ta' Ġunju) mis-7.15 a.m. sal-4.30 p.m.; fis-sajf (mis-16 ta' Ġunju sat-30 ta' Settembru) mit-8.00 a.m. sas-2.00 p.m.

Aktar dettalji dwar ir-rwol u l-kundizzjonijiet tal-impjieg jistgħu jinkisbu minn (https://educationservices.gov.mt/nla), jew permezz ta' ittra elettronika lil (nlarecruitment@ilearn.edu.mt), jew bin-numru tat-telefown 2598 3325.

Il-kandidati għandhom jibagħtu l-ittra ta' applikazzjoni flimkien mal-ġabra tal-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 elettronika 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 l-1 ta' Settembru, 2023, f'nofsinhar.

Applikazzjonijiet bil-posta għandhom jintbagħtu rreġistrati u kmieni biżżejjed biex jaslu qabel id-data tal-għeluq. L-applikanti jiġu mgħarrfa li tkun waslet l-applikazzjoni fi żmien tlett ijiem ta' xogħol. Applikazzjonijiet li jaslu tard ma jiġux ikkunsidrati.

L-4 ta' Awwissu, 2023

AĠENZIJA NAZZJONALI TAL-LITTERIŻMU

Sejħa għal Animaturi tal-Qari u l-Irrakkontar tal-Istejjer full-time mal-Aġenzija Nazzjonali tal-Litteriżmu fuq kuntratt indefinit

Numru tal-Permess tal-Jobsplus: 538/2023 (l-ewwel sejħa)

Sejħa għal Animaturi tal-Qari full-time mal-Aġenzija Nazzjonali tal-Litteriżmu fuq kuntratt definit

Numru tal-Permess tal-Jobsplus: 320/2023 (it-tieni sejħa)

Sad-data tal-għeluq ta' din is-sejħa, l-applikanti jrid ikollhom dawn ir-rekwiżiti:

5. Competency in the use of ICT applications, especially MS Word and internet.

*Applicants who are not in possession of eligibility criterion 2, will only be considered if they commit to follow and successfully complete the relevant training during their first year of employment.

Successful candidates are expected to work during the following hours:

Winter: (1st October till 15th June) from 7.15 a.m. till 4.30 p.m.; Summer: (16th June till 30th September) from 8.00 a.m. till 2.00 p.m.

A detailed job description, including conditions of employment can be obtained from (https://educationservices.gov.mt/nla), or by 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 1st September, 2023, at noon.

Applications by post should be sent by registered mail, allowing sufficient time to ensure delivery by the above deadline. Applications will be acknowledged within three working days. Late applications will not be considered.

4th August, 2023

NATIONAL LITERACY AGENCY

Call for full-time Reading and Storytelling Animators within the National Literacy Agency (indefinite contract)

Jobsplus permit number: 538/2023 (first call)

Call for full-time Reading Animators within the National Literacy Agency (definite contract)

Jobsplus permit number: 320/2023 (second call)

Applicants must at the closing date of receipt of applications satisfy the following eligibility criteria:

1. Wieħed minn:

a. Mill-inqas żewġ ċertifikati fil-Livell Avvanzat jew l-ekwivalenti, preferibbilment fil-Malti u/jew fl-Ingliż, JEW

b. MCAST Advanced Diploma in Children's Care, Learning and Development jew BTEC National Diploma in Childcare jew kwalifika ekwivalenti fil-Livell 4 tal-MQF jew ogħla, JEW

c. mill-inqas erba' snin esperjenza fil-grad ta' Kindergarten Educator (KGE jew KGE1 jew KGE2) jew għalliema supplimentari fi skola primarja; U

2. Livell 3 tal-MQF fil-Malti u l-Ingliż (ĊES Gradi minn 1 sa 5, jew GCE Gradi minn A sa Ċ), jew ekwivalenti; U

3. Ħakma tajba tal-ħiliet fl-IT (speċjalment MS Office).

Tingħata preferenza lill-kandidati li għandhom Baċellerat fil-Livell 6 tal-MQF, jew kwalifika ogħla, speċjalment dawk bi kwalifika li twassal għall-professjoni ta' għalliem/a, BA fl-Istudji tat-Teatru, jew BA f'xi lingwa.

Il-kwalifiki u l-esperjenza għandhom ikunu appoġġjati b'ċertifikati u/jew testimonjanzi. Kopji ta' dawn għandhom jinthemżu mal-applikazzjoni. Kopji elettroniċi huma aċċettabbli. Iċ-ċertifikati u/jew it-testimonjanzi oriġinali għandhom jiġu ppreżentati għall-verifikazzjoni waqt l-intervista.

Aktar dettalji dwar ir-rwol u l-kundizzjonijiet tal-impjieg jistgħu jinkisbu minn (https://educationservices.gov.mt/nla), jew permezz ta' ittra elettronika lil (nlarecruitment@ilearn.edu.mt), jew bin-numru tat-telefown 2598 3325.

Il-kandidati għandhom jibagħtu l-ittra tal-applikazzjoni flimkien mal-ġabra tal-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, l-1 ta' Settembru, 2023, f'nofsinhar.

Applikazzjonijiet bil-posta għandhom jintbagħtu rreġistrati u kmieni biżżejjed biex jaslu qabel id-data tal-għeluq. L-applikanti jiġu mgħarrfa li tkun waslet l-applikazzjoni fi żmien tlett ijiem ta' xogħol. Applikazzjonijiet li jaslu tard ma jiġux ikkunsidrati.

L-4 ta' Awwissu, 2023

1. One of the following:

a. Two A-levels at MQF Level 4 or equivalent, preferably in Maltese and/or English, OR

b. MCAST Advanced Diploma in Children's Care, Learning and Development or BTEC National Diploma in Children's Care, Learning and Development or equivalent at MQF Level 4 or higher, OR

c. 4 years in the grade of Kindergarten Educator (KGE or KGE1 or KGE2) or supply teacher in a primary school; AND

2. 'O' Levels in Maltese and English at MQF Level 3, SEC (Grades 1-5) or GCE Certificates (Grades A-C), or equivalent; AND

3. Proficiency in IT Office skills.

Preference will be given to candidates who have a degree at MQF 6 or higher, particularly those with a teaching degree, BA in Theatre Studies, or BA in any language.

Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of which should be attached to the application. Scanned copies sent electronically are acceptable. Original certificates and/or testimonials are to be invariably produced for verification at the interview.

A detailed job description, including conditions of employment, can be obtained from (https://educationservices.gov.mt/nla) or via 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 (CV) 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, 1st September, 2023 at noon.

Applications by post should be sent by registered mail, allowing sufficient time to ensure delivery by the above deadline. Applications will be acknowledged within three working days. Late applications will not be considered.

4th August, 2023

IL-FONDAZZJONI TAL-KONKATIDRAL TA' SAN ĠWANN

Sejħa għal Impjieg ta' Chief Marketing Officer

Missjoni

Il-Konkatidral ta' San Ġwann iwassal esperjenzi lid-devoti u lill-viżitaturi.

Viżjoni

Il-Konkatidral ta' San Ġwann jistinka biex jimmassimizza l-benefiċċji mill-operazzjonijiet tiegħu biex iżomm u jsostni r-restawr u l-konservazzjoni kontinwi tal-Konkatidral biex jiġi apprezzat u jitgawda mill-ġenerazzjonijiet futuri.

Il-Pożizzjoni

Il-persuna tirrapporta direttament lis-CEO u taħdem flimkien mas-CPO, COO u CRO, responsabbli biex tmexxi t-tim tal-Marketing. L-għan ewlieni tal-kandidat magħżul se jkun li jiżviluppa u jimplimenta strateġiji ta' kummerċjalizzazzjoni effettivi, jimmaniġġja r-relazzjonijiet pubbliċi, jimmaniġġja l-avvenimenti u jimmassimizza d-dħul u jikseb għanijiet organizzattivi. Il-Fondazzjoni qed tfittex persuna ambizzjuża li tista' taħdem tajjeb f'ambjent ta' tim u li kapaċi tieħu r-responsabbiltà ta' xogħolha.

Deskrizzjoni sħiħa tax-xogħol tinsab fuq (https://www.stjohnscocathedral.com/vacancies/).

Kwalifiki u Rekwiżiti

Grad ta' Baċellerat fil-marketing (Livell 6 tal-MQF) jew relatat fl-istess qasam. Master Degree huwa ta' vantaġġ.

Minimu ta' tliet (3) snin esperjenza ta' xogħol f'pożizzjoni relatata.

Kapaċità li tingħata attenzjoni sħiħa lil dak li jgħidu l-klijenti u l-impjegati li jaqdu lill-viżitaturi u t-tiftix ta' soluzzjonijiet ibbażati fuq riċerka formali, kif ukoll ir-rispons tal-utenti u l-forniturі tas-servizz.

Il-ħtieġa ta' kapaċitajiet żviluppati sew f'ħiliet interpersonali għad-direzzjoni, il-gwida u l-ħolqien u ta' network ma' oħrajn kemm ġewwa kif ukoll barra l-organizzazzjoni.

Ingħaqad mat-Tim

Il-Fondazzjoni toffri pakkett ta' salarju kompetittiv, benefiċċji komprensivi, u ambjent ta' xogħol li jipprovdi appoġġ li jrawwem tkabbir u żvilupp professjonali.

THE ST JOHN'S CO-CATHEDRAL FOUNDATION

Vacancy for Chief Marketing Officer

Mission Statement

The St John's Co-Cathedral delivers experiences to worshipers and visitors.

Vision Statement

The St John's Co-Cathedral strives and endeavours to maximise the benefits from its operations to maintain and sustain the continuous restoration and conservation of the Co-Cathedral to be appreciated and savoured by future generations.

Position Overview

Reporting directly to the CEO and working alongside the CPO, COO and CRO the chosen candidate will be responsible for leading the Marketing team. The candidate's main objective will be to develop and implement effective marketing strategies, handle public relations, manage events and to maximise revenue and achieve organisational objectives. The Foundation is looking for an ambitious person who can work well within a team environment and who is capable of taking responsibility for their work.

Full job description is found on (https://www.stjohnscocathedral.com/vacancies/).

Qualifications and Requirements

A Bachelor degree in marketing (MQF Level 6) or a related field. A Master degree is a plus.

A minimum of three (3) years work experience in a related position.

Ability to give full attention to what the customers and the front-line personnel say and seek solutions based on formal research, as well as the feedback of the users and providers of the service.

Needs to have a well-developed battery of interpersonal skills in order to be able to direct, guide and network with others both inside and outside the organisation.

Join the Team

The Foundation offers a competitive salary package, comprehensive benefits, and a supportive work environment that fosters professional growth and development.

Dawk li huma mexxejja motivati u dinamiċi b'passjoni għall-marketing u l-istorja, huma mistiedna jissottomettu l-applikazzjoni tagħhom.

Il-Konkatidral ta' San Ġwann huwa employer ta' opportunitajiet indaqs. Il-Fondazzjoni tiċċelebra d-diversità u hija impenjata li toħloq ambjent inklussiv għall-impjegati kollha.

Il-kandidati interessati għandhom jibagħtu s-CV u ittra ta' akkumpanjament fl-indirizz elettroniku (careers@stjohnscocathedral.com) sa mhux aktar tard mill-Ħamis, 17 ta' Awwissu, 2023.

L-4 ta' Awwissu, 2023

Those who are motivated, dynamic leaders with a passion for marketing and history, are invited to submit their application.

St John's Co-Cathedral is an equal opportunity employer. It celebrates diversity and is committed to creating an inclusive environment for all employees.

Interested candidates are to send their CV and cover letter by email to (careers@stjohnscocathedral.com) by not later than Thursday, 17th August, 2023.

4th August, 2023

KUNSILL REĠJONALI LVANT

Full-time EU/Local Funds Manager

Permess tal-Jobsplus: 219/2023

Il-Kunsill Reġjonali Lvant qed ifittex biex jimpjega EU/Local Funds Manager fuq bazi full-time.

Ir-Rekwiżi kif mniżżla fir-Regolamenti għar-Riżorsi Umani:

i. Ikollhom kwalifika rikonoxxuta fil-Livell 6, suġġetta b'minimu ta' 180 ECTS jew ekwivalenti, f'xi wieħed mill-oqsma li ġejjin, jew simili: Business Administration, Business Management, Economics, Banking, Finance, Accounting, Studji Ewropej jew Liġi; jew

ii. Ikollhom kwalifika rikonoxxuta fil-Livell 5, suġġetta b'minimu ta' 60 ECTS jew ekwivalenti, f'xi wieħed mill-oqsma li ġejjin, jew simili: Business Administration, Business Management, Economics, Banking, Finance, Accounting, Studji Ewropej jew Liġi; flimkien ma' ħames (5) snin esperjenza ta' xogħol relatata ma' tmexxija maniġerjali fis-settur; jew

iii. Għaxar (10) snin ta' esperjenza ta' xogħol relatat ma' tmexxija maniġerjali f'xi wieħed minn dawn l-oqsma: Business Administration, Business Management, Economics, Banking, Finance, Accounting, Studji Ewropej jew Liġi.

Applikanti interessati għandhom jibagħtu s-CV tagħhom u kopja taċ-ċertifikati bil-posta jew permezz ta' ittra elettronika lil (regjun-lvant.dlg@gov.mt) sa mhux aktar tard mill-Ġimgħa, 18 ta' Awwissu, 2023, f'nofsinhar.

L-4 ta' Awwissu, 2023

4th August, 2023

EASTERN REGIONAL

Council Full-time EU/Local Funds Manager

Jobsplus Permit Number: 219/2023

The Eastern Regional Council is seeking to recruit an EU/Local Funds Manager on a full-time basis.

Requirements as listed in the Human Resources Regulations:

i. Have a qualification at Level 6, a matter with a minimum of 180 ECTS or indicated, in any of the information that, or similar: Business Administration, Business Management, Economics, Banking, Finance, Accounting, European Studies or Law; or

ii. Have a qualification at Level 5, a matter with a minimum of 60 ECTS or explained, in any of the information that, or similar: Business Administration, Business Management, Economics, Banking, Finance, Accounting, Studies European Law; together with five (5) years of work experience related to managerial administration in the sector; or

iii. Ten (10) years of Manager Relationship Expert in any of these information: Business Administration, Business Management, Economics, Banking, Finance, Accounting, European Studies or Law.

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, 18th August, 2023, at noon.

4th August, 2023

MINISTERU GĦAS-SAĦĦA

Pożizzjoni ta' Chairperson Kliniku Newroxjenzi fl-Isptar Mater Dei fil-Ministeru għas-Saħħa

Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa, tgħarraf illi s-sejħa għall-Pożizzjoni ta' Chairperson Kliniku Newroxjenzi fl-Isptar Mater Dei, fil-Ministeru għas-Saħħa, li ġiet ippubblikata fil-Gazzetta tal-Gvern tal-Ġimgħa, 25 ta' Novembru, 2022, qiegħda tiġi rtirata bis-saħħa ta' dan l-avviż u se terġa' tiġi ppubblikata fil-Gazzetta tal-Gvern ta' nhar il-Ġimgħa, 18 ta' Awwissu, 2023.

L-4 ta' Awwissu, 2023

MINISTRY FOR HEALTH

Position of Clinical Chairperson Neurosciences in the Department of Neurosciences at Mater Dei Hospital in the Ministry for Health

The Director General (People Management), Ministry for Health, notifies that the call for the Position of Clinical Chairperson Neurosciences in the Department of Neurosciences, at Mater Dei Hospital in the Ministry for Health, published in the Government Gazette of Friday, 25th November, 2022, is being withdrawn by virtue of this notice and being republished on Friday, 18th August, 2023.

4th August, 2023

IL-KUNSILL NAZZJONALI TAL-KTIEB

Joħorġu r-riżultati tal-Fond Malti tal-Ktieb 2023

Il-Kunsill Nazzjonali tal-Ktieb (KNK) javża li l-Bord tal-Aġġudikazzjoni tal-Fond Malti tal-Ktieb 2023 iddeċieda u qabel dwar is-sottomissjonijiet rebbieħa għal din l-edizzjoni tal-Fond. Se jkunu qed jieħdu l-fondi sitta u għoxrin (26) proġett bejn proġetti ta' pubblikazzjoni u oħrajn ta' traduzzjoni.

Il-proġetti rebbieħa skont il-kategorija tal-Fond, bl-isem tal-benefiċjarju u l-ammont mogħti jistgħu jinkisbu minn (https://ktieb.org.mt/news/johorgu-r-rizultati-tal-fond-malti-tal-ktieb-2023/).

L-4 ta' Awwissu, 2023

NATIONAL BOOK COUNCIL

The results of the Malta Book Fund 2023 are out

The National Book Council notifies that the Malta Book Fund 2023 adjudication board has agreed on the winning submissions for this year's Fund. 26 projects will be receiving funding for publication or translation through the Malta Book Fund.

The list of the projects funded, alongside the beneficiary and the amount granted can be viewed at (https://ktieb.org.mt/en/news/the-results-of-the-malta-book-fund-2023-are-out/).

4th August, 2023

DIPARTIMENT TAL-EŻAMIJIET

Eżamijiet ta' Edexcel Londra Ottubru/Novembru 2023

L-Assistent Direttur tal-Eżamijiet jgħarraf lill-kandidati li applikazzjonijiet online se jkunu aċċettati għall-Eżamijiet tal-Edexcel Londra Ottubru/Novembru 2023 minn nhar it-Tnejn, 7 ta' Awwissu, 2023 sat-Tlieta, 8 ta' Awwissu, 2023, billi wieħed jidħol fuq (www.myexams.gov.mt).

L-4 ta' Awwissu, 2023

EXAMINATIONS DEPARTMENT

Edexcel London October/November 2023 Examinations

The Assistant Director of Examinations notifies candidates that online late applications will be accepted for Edexcel London October/November 2023 Examinations from Monday, 7th August, 2023 till Tuesday, 8th August, 2023 (both dates included) by logging in on (www.myexams.gov.mt).

4th August, 2023

KUMMISSJONI GĦAD-DRITTIJIET TA' PERSUNI B'DIŻABBILTÀ

Lista ta' direct contracts mogħtija mill-Kummissjoni għad-Drittijiet ta' Persuni b'Diżabbiltà matul il-perjodu bejn l-1 ta' Jannar, 2023 u t-30 ta' Ġunju, 2023, ippubblikata skont ir-Regolament 111(2) tar-Regolamenti tal-Akkwist Pubbliku L.S. 601.03.

L-4 ta' Awwissu, 2023

COMMISSION FOR THE RIGHTS OF PERSONS WITH DISABILITY

List of Direct Contracts awarded by the Commission for the Rights of Persons with Disability during the period between 1st January, 2023 and 30th June, 2023, published in terms of Regulation 111(2) of the Public Procurement Regulations S.L. 601.03.

4th August, 2023

Nru.	Numru ta' Referenza tad-Direct Contract	Titlu tad--Direct Contract/ Suġġett tad-Direct Contract	Data tal-Għotja	Isem tal-Kuntrattur	Valur tal-Kuntratt Eskluża l-VAT
No.	*Direct Contract Reference Number*	*Direct Contract Title/Subject of Direct Contract*	*Award Date*	*Contractor's Name*	*Contract Value Excl. VAT*
1	CRPD/DO/0123	Provision of Insurance Consultation Service	1/1/2023	Conrad Busuttil	10,000
2	CRPD/DO/0223	Provision of Architectural Services in relation to Access for All	8/5/2023	Joseph Spiteri, Doric Studio	10,000
3	CRPD/DO/0323	Provision of Website and Database Maintenance, and ad hoc work Sevices	20/6/2023	Zigpress Ltd	50,000
4	CRPD/DO/0523	Leasing of property at Triq Psaila, Birkirkara for CRPD offices	4/17/2023	PSW Ltd	243220.58

ĊENTRU TAL-MEDITERRAN GĦALL-KONFERENZI

Lista ta' direct contracts mogħtija minn Dar il-Mediterran għall-Konferenzi matul il-perjodu bejn l-1 ta' Jannar, 2023 sat-30 ta' Ġunju, 2023, ippubblikata skont l-Artikolu 111 (2) tar-Regolamenti dwar il-Kuntratti Pubblici (L.N. 352/2016) u ċ-Ċirkolari 02/2017 tat-23 ta' Jannar, 2017, maħruġa mid-Dipartiment tal-Kuntratti.

MEDITERRANEAN CONFERENCE CENTRE

List of direct contracts awarded by the Mediterranean Conference Centre during the period between 1st January, 2023 to 30th June, 2023, published in terms of Article 111 (2) of the Public Procurement Regulations (L.N. 352/2016) and of Circular 02/2017 of 23rd January, 2017, issued by the Department of Contracts.

L-4 ta' Awwissu, 2023 4th August, 2023

Nru.	Nru. ta' Ref. tad-Direct Contract	Isem tad-Direct Contract/ Suġġett tad-Direct Contract	Data Approvata	Isem il-Kuntrattur	Ammont tal-Kuntratt eskluża l-VAT
No.	*Direct Contract Reference No.*	*Direct Contract Name/ Subject of Direct Contract*	*Approval Date*	*Contractor's Name*	*Contract Value Excluding VAT*
1	N/A	Contribution for concerts – 17 and 19 March 2023	01/02/2023	Associazione Orchestra Filarmonica	5,000.00
2	N/A	Design of tender technical specs for Sacra Infermeria beams	09/02/2023	Joe Bugeja Associates	5,500.00
3	N/A	Production of Gran Ballo 2023	05/04/2023	Studio De Bartolomeo	6,000.00
4	N/A	Artistic direction and co-ordination of Gran Ballo 2023	24/03/2023	Carlos Debattista	9,500.00
5	N/A	Design of lighting of grand harbour terrace	24/04/2023	Light Design Solutions Ltd	9,325.07
6	N/A	Oiling and sanding of rooftop floor decking	12/04/2023	M Demajo Timbers	8,474.57

Nru.	Nru. ta' Ref. tad-Direct Contract	Isem tad-Direct Contract/ Suġġett tad-Direct Contract	Data Approvata	Isem il-Kuntrattur	Ammont tal-Kuntratt eskluża l-VAT
No.	*Direct Contract Reference No.*	*Direct Contract Name/ Subject of Direct Contract*	*Approval Date*	*Contractor's Name*	*Contract Value Excluding VAT*
7	N/A	Acquisition of floor washing machine	08/06/2023	United Equipment Company Ltd	8,600.00
8	N/A	Provision of legal services	16/06/2023	Dalli Paris Advocates	6,000.00
9	N/A	Display repair and new touch panel for David Bruce Hall	30/06/2023	Auditel Rental And Services Ltd	6451.92
10	N/A	Software and display card for av equipment Vassalli Hall	01/07/2023	Auditel Rental And Services Ltd	9592.43

SECTORAL PROCUREMENT DIRECTORATE

Lista ta' modifikazzjonijiet approvati għal kuntratti rakkomandati għal għotja tad-Direttorat tas-Sectoral Procurement matul il-perjodu bejn l-1 ta' Jannar, 2023 u t-30 ta' Ġunju, 2023, ippubblikati skont ir-Regolament 79(2)(k) tar-egolament 111(2) tar-Regolamenti tal-Kuntratti Pubbliċi L.S. 601.03.

L-4 ta' Awwissu, 2023

SECTORAL PROCUREMENT DIRECTORATE

List of Approved Modifications to Contracts recommended for Award by the Sectoral Procurement Directorate during the period between 1st January, 2023 and 30th June, 2023, published in terms of Regulation 79(2)(k) of the Public Procurement Regulations S.L. 601.03.

4th August, 2023

MODIFIKAZZJONIJIET: Aġenzija tal-Infurzar Lokali
MODIFICATIONS: Local Enforcement System Agency

Nru. tar-Ref. tal-Kuntratt	Titlu tal-Kuntratt/ Suġġett tal-Kuntratt	Data Approvata	Isem tal-Kuntrattur	%Varjazzjoni mill-Valur Oriġinali tal-Kuntratt	Valur Oriġinali tal-Kuntratt Eskluża l-VAT	Varjazzjoni f'€ Eskluża l-VAT	Valur tal-Kuntratt Finali Eskluża l-VAT
Contract Ref No.	*Contract Title/Subject of Contract*	*Approval Date*	*Contractor's Name*	*% Variation from Original Contract Value*	*Original Contract Value Excl. VAT*	*Variation in € Excl. VAT*	*Final Contract Value Excl. VAT*
MJCL/ MPU/172/ 2019	Tender for the Provision for the Services of a Data Protection Officer. Contract Period of 2 years + 1 year + 1 year	28.03.23	Adrian Mifsud Boom Cons.	50%	€24,000 based on an estimated amount of hours for 2 years	€12,000 for a 1 year extension	€48,000 covering the contract for 2 years + 1 year +1 year contract period extensions

MINISTERU GĦALL-ANZJANITÀ ATTIVA

Lista ta' direct contracts approvati mogħtija mill-Ministeru għall-Anzjanità Attiva matul il-perjodu bejn l-1 ta' Jannar, 2023 u t-30 ta' Ġunju, 2023, ippubblikata skont l-Artikolu 111 (2) tar-Regolamenti dwar l-Akkwist Pubbliku S.L 601.03.

L-4 ta' Awwissu, 2023

Nru. *No.*	Numru ta' Referenza tad-Direct Contract *Direct Contract Reference Number*	Titlu tad-Direct Contract/ Suġġett tad-Direct Contract *Direct Contract Title/ Subject of Direct Contract*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's Name*	Valur tal-Kuntratt Eskluża l-VAT *Contract Value Excl. VAT*
1	MFAA/23/2022	Leasing of Office Space for the Office of the Permanent Secretary	17/02/2023	Testaferrata Bonici Ltd	€128,323.00
2	MFAA/059/2022	Legal Services	28/02/2023	Dr Noel Camillleri	€9,000.00
3	MFAA/CS/003/2022	Customer Care Services, Handle email and telephone requests, organise social events	20/05/2023	Ms Graziella Schembri Adami	€6,614.40
4	MFAA/CS/001/2022	Script writing for TV programmes, debates and discussions	20/05/2023	Mr Samuel Lucas	€9,750.00
5	MFAA/CS/002/2022	Social Media Services	20/05/2023	Ms Trishia Falzon	€9,750.00
6	MFAA/010/2022	Furniture for the Office of the Permanent Secretary	19/06/2023	FXB Ltd	€5,084.79

MINISTRY FOR ACTIVE AGEING

List of direct contracts awarded by the Ministry for Acting Ageing during the period between 1st January, 2023 and 30th June, 2023, published in terms of Regulation 111(2) of the Public Procurement Regulations S.L. 601.03.

4th August, 2023

MINISTERU GĦALL-ANZJANITÀ ATTIVA

Anzjanità Attiva u Kura fil-Komunità

Lista ta' direct contracts approvati mogħtija mill-Anzjanità Attiva u Kura fil-Komunità fi ħdan il-Ministeru għall-Anzjanità Attiva matul il-perjodu bejn l-1 ta' Jannar, 2023 u t-30 ta' Ġunju, 2023, ippubblikata skont l-Artikolu 111 (2) tar-Regolamenti dwar l-Akkwist Pubbliku S.L 601.03.

L-4 ta' Awwissu, 2023

Nru. *No.*	Numru ta' Referenza tad-Direct Contract *Direct Contract Reference Number*	Titlu tad-Direct Contract/ Suġġett tad-Direct Contract *Direct Contract Title/ Subject of Direct Contract*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's Name*	Valur tal-Kuntratt Eskluża l-VAT *Contract Value Excl. VAT*
1	CA01/2023	Neg Procedure for the Renewal of PPP for Long Term Care Beds in Archdiocese Care Homes for a period of 6 months (Dar Saura and Casa Leone - 181 LTC Beds)	22/02/2023	Church Homes for the Elderly	€1,522,572.00

MINISTRY FOR ACTIVE AGEING

Active Ageing and Community Care

List of direct contracts awarded by Active Ageing and Community Care within the Ministry for Active Ageing during the period between 1st January, 2023 and 30th June, 2023, published in terms of Regulation 111(2) of the Public Procurement Regulations S.L. 601.03.

4th August, 2023

Nru. *No.*	Numru ta' Referenza tad-Direct Contract *Direct Contract Reference Number*	Titlu tad-Direct Contract/ Suġġett tad-Direct Contract *Direct Contract Title/ Subject of Direct Contract*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's Name*	Valur tal-Kuntratt Eskluża l-VAT *Contract Value Excl. VAT*
2	CA06/2023	Neg Procedure for the Management and Provision of Support Services to Bormla Home for Older Persons for a period of three months April till June 2023 (136 LTC Beds)	21/02/2023	Care Malta Ltd	€775,000.00
3	CA07/2023	Neg Procedure for the Provision of Home Help in the Community Services in Malta (for a period of 6 months)	21/02/2023	Support Services Ltd	€1,734,460.00
4	CA09/2023	Contract for Service for the Provision of Mentoring Sessions within the Social Work Unit at the AACC	13/03/2023	Ms Joyce Xuereb	€9,100.00
5	CA11/2023	Neg Procedure for the Provision of Domiciliary Nuring, Caring and Midwifery Services in the Community (for a period of 1 year)	16/03/2023	Healthmark Care Services Ltd	€8,921,452.10
6	CA12/2023	Negotiated Procedure for the Provision of Meals on Wheels Services for AACC (for a period of 6 months)	28/03/2023	James Caterers Ltd	€784,293.80
7	CA13/2023	Neg Procedure for the Leasing of Vehicles for the Active Ageing and Community Care – Silver T Gozo Vehicles	20/06/2023	Sundrive Car Rentals Ltd	€10,000.00
8	CA14/2023	Neg Procedure for the Leasing of Vehicles for the Active Ageing and Community Care – Silver T Malta Vehicles	20/06/2023	Sundrive Car Rentals Ltd	€10,000.00
9	CA16/2023	Neg Procedure for the Provision of Long Term Care Beds at Care Malta Care Homes – 10 LTC Beds additional to original contract (ending 31/12/2024)	08/06/2023	Care Malta Ltd	€363,893.67
10	CA17/2023	Neg Procedure for the Provision of Long Term Care Beds at Casa Pinto – 34 LTC Beds additional to original contract (ending 31/12/2024)	08/06/2023	Smart Care Pinto Ltd	€782,943.00
11	CA18/2023	Neg Procedure for the Provision of Long Term Care Beds at Dar l-Annunzjata – 49 LTC Beds additional to original contract (ending 28/02/2026)	08/06/2023	Eldercare Operations Ltd	€3,511,206.72

Nru. *No.*	Numru ta' Referenza tad-Direct Contract *Direct Contract Reference Number*	Titlu tad-Direct Contract/ Suġġett tad-Direct Contract *Direct Contract Title/ Subject of Direct Contract*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's Name*	Valur tal-Kuntratt Eskluża l-VAT *Contract Value Excl. VAT*
12	CA19/2023	Neg Procedure for the Provision of Long Term Care Beds at Ghigo Community Residence – 10 LTC Beds additional to original contract (ending 31/03/2026)	08/06/2023	John Ghigo Holdings Ltd	€735,108.72
13	CA21/2023	Neg Procedure for the Provision of Long Term Care Beds at St Elizabeth Home – 8 LTC Beds additional to original contract (ending 05/06/2025)	08/06/2023	Prime Care Ltd	€395,321.70
14	CA20/2023	Neg Procedure for the Provision of Long Term Care Beds at The Imperial Residential Home – 40 LTC Beds additional to original contract (ending 31/12/2027) **Negotiated Procedures were conducted through Dept of Contracts and Budget Office approvals**	08/06/2023	St George's Care Ltd	€5,059,808.16

JOBSPLUS

Skont ir-Regolament 111 (2) ta' L.S. 601.03 tar-Regolamenti dwar il-Kuntratti Pubbliċi, Jobsplus tat is-sejħa tal-offerti (mid-Dipartiment tas-Sectorial Procruement/ Dipartiment tal-Kuntratti) bejn l-1 ta' Jannar, 2023 u t-30 ta' Ġunju, 2023. L-ebda kuntratt imsemmi hawn taħt ma qabeż il-valur tal-kuntratt mogħti b'iżjed minn ħamsa fil-mija (5%).

JOBSPLUS

In terms of Regulation 111 (2) of S.L. 601.03 of the Public Procurement Regulations, Jobsplus awarded the following call for tenders (through the Sectorial Procurement Department/ Department of Contracts) between 1st January, 2023 and 30th June, 2023. None of the contracts listed below exceeded the awarded contract value by more than five per cent (5%).

Offerti/*Tenders*

Numru ta' Referenza *Reference Number*	Tip *Type*	Titlu tal-Kuntratt *Contract Title*	Valur tal-Kuntratt Oriġinali (VAT eskluża) *Original Contract Value (Excl. VAT)*	Data tal-Għotja/ Approvazzjoni *Award/ Approval Date*	Żmien *Duration*	Kuntrattur *Contractor*	% Varjazzjoni mill-Valur tal-Kuntratt Oriġinali *% Variation from Original Contract Value*
MEDE/MPU/ Jobsplus/ 020/2018		Leasing of 5 New Low Emission Motor Passenger City Vehicles for Jobsplus	€38,763	27/3/2023	36 months + 12 months extension	Aquarius Rent-A-Car	16.7%

AĠENZIJA SAPPORT

Lista ta' kuntratti ta' offerti, kwotazzjonijiet, direct contracts u varjazzjonijiet approvati mogħtija minn Aġenzija Sapport matul il-perjodu bejn l-1 ta' Jannar, 2023 u t-30 ta' Ġunju, 2023, ippubblikata skont l-Artikolu 111(2) tar-Regolamenti dwar il-Kuntratti Pubbliċi (S.L. 601.03).

L-4 ta' Awwissu, 2023

AĠENZIJA SAPPORT

Listoftendercontracts,quotation contracts, direct contracts and approved variations awarded by Aġenzija Sapport during the period between 1st January, 2023 and 30th June, 2023, published in terms of Regulation 111(2) of the Public Procurement Regulations S.L. 601.03.

4th August, 2023

Offerti*/*Tenders*

Nru. *No.*	Numru ta' Ref. tal-Offerta *Tender Ref. 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 VAT Eskluża *Contract Value Excl. VAT*
1	SAPP.23.170	Negotiated Procedure for the Provision of Residential Supported Independent Living and Respite Support for Persons with Disability for Aġenzija Sapport	11.05.2023	HILA Homes Ltd	€1,559,565.20
2	CT2154/2022	Tender for the Provision of Care Worker Services for Dar il-Fjuri, Victoria, Gozo, of Aġenzija Sapport	30.05.2023	Support Services	€1,563,058.80

*Il-lista ta' offerti tinkludi għotjiet li mhumiex regolati bħala Open Procedure.
** The list of tenders shall include awards which are not regulated as an Open Procedure.*

Kwotazzjonijiet/*Quotations*

Nru. *No.*	Nru. ta' Ref. tal-Kwotazzjoni *Quotation Ref. No.*	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 VAT Eskluża *Contract Value Excl. VAT*
1	SAPP.23.12	Financial Audit Services	23.05.2023	DFK	€9,500.0

Direct Contracts

Nru. *No.*	Nru. ta' Ref. tad-Direct Contract *Direct Contract Ref. No.*	Isem tad-Direct Contract/ Suġġett tad-Direct Contract *Direct Contract Name/ Subject of Direct Contract*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's name*	Valur tal-Kuntratt VAT Eskluża *Contract Value Excl. VAT*
1	SAPP.23.45	Maintenance and Repair Services of Electrical, Plumbing and other works	20.01.2023	John Psaila	€8,000.00
2	PO 052349	Procurement of 6 AED devices	17.01.2023	Technoline Ltd	€9,857.04
3	SAPP.23.94	Market Research for Aġenzija Sapport: Accessible Artificial Intelligence Technologies for Persons with Disabilities to Enhance Independent Living	02.05.2023	HumAin Ltd Dr Alexei Dingli	€35,000.00
4	SAPP.23.258	Provision of Clerical and Receptionists Services, for Aġenzija Sapport	24.05.2023	Signal 8 Security Services Malta Ltd	€11,382.24

Nru.	Nru. ta' Ref. tad-Direct Contract	Isem tad-Direct Contract/ Suġġett tad-Direct Contract	Data tal-Għotja	Isem tal-Kuntrattur	Valur tal-Kuntratt VAT Eskluża
No.	*Direct Contract Ref. No.*	*Direct Contract Name/ Subject of Direct Contract*	*Award Date*	*Contractor's name*	*Contract Value Excl. VAT*
5	SAPP.23.257	Provision of Clerical and Receptionists Services, for Aġenzija Sapport	26.05.2023	Signal 8 Security Services Malta Ltd	€9,402.72
6	SAPP.23.287	Aluminium Structure Partition of Office Space	06.06.2023	Cutrico Ltd	€13,990.00
7	SAPP.23.224	Provision of Legal Services to Aġenzija Sapport	23.05.2023	Anthea Witney Turner	€18,000.00
8	SAPP.23.225	Provision of Legal Services to Aġenzija Sapport	23.05.2023	Ryan Christopher Pace	€18,000.00
9	SAPP.23.317	Transport Supervision Services	23.06.2023	Inspire – The Foundation for Inclusion	€44,104.50
10	PO 052030	Painting Works Qrendi Pastoral Care Centre	01.03.2023	Ahmed Alhussaein Alkhello	€7,646.40

Varjazzjonijiet/*Variations*

Nru. tar-Ref. tal-Kuntratt	Titlu tal-Kuntratt/ Suġġett tal-Kuntratt	Data Approvata	Isem il-Kuntrattur	% tal-Varjazzjoni mill-Valur Oriġinali tal-Kuntratt	Valur Oriġinali tal-Kuntratt f'€ Eskluża l-VAT	Varjazzjonijiet f'€ Eskluża l-VAT	Valur Finali tal-Kuntratt f'€ Eskluża l-VAT
Contract Ref. No.	*Contract Title/ Subject of Contract*	*Approval Date*	*Contractor's Name*	*% Variation from Original Contract Value*	*Original Contract Value Excl. VAT*	*Variation in € Excl. VAT*	*Final Contract Value Excl. VAT*
CT2385/ 2019	Negotiated Procedure for the Provision of Transport Services by Tail Lift Vans for Aġenzija Sapport	19.01.2023	Transport for Disabled Persons Cooperative	7.90%	€2,885,000	€226,500.50	€3,111,500.50
CT2110/ 2019	Educational Services/ Training for Visually Impaired Persons, for Aġenzija Sapport-Outlook-Extension of 6 months	01.11.2022	Outlook Coop	17%	€862,500	€143,750.00	€1,006,250.00

KUNSILL LOKALI BIRKIRKARA

Sospensjoni ta' Traffiku u Parkeġġ

Il-Kunsill Lokali Birkirkara jgħarraf li mill-Erbgħa, 9 ta' Awwissu, 2023, se tingħalaq Pjazza Santa Liena mit-3.00 p.m. 'il quddiem. Ħadd ma jista' jipparkja f'din il-pjazza.

L-4 ta' Awwissu, 2023

KUNSILL LOKALI BIRKIRKARA

Sospensjoni ta' Traffiku u Parkeġġ

Il-Kunsill Lokali Birkirkara jgħarraf li mit-Tnejn, 14 sal-Ħadd, 20 ta' Awwissu, 2023, mis-7.00 a.m. sal-11.00 p.m., Triq il-Wied se jingħalaq u ħadd ma jista' jipparkja matul dawn il-ħinijiet.

L-4 ta' Awwissu, 2023

KUNSILL LOKALI ĦAL GĦARGĦUR

Sospensjoni tat-Traffiku u Parkeġġ

Il-Kunsill Lokali Ħal Għargħur jgħarraf li nhar it-Tlieta, 8 ta' Awwissu, 2023, mid-9.30 a.m. sas-2.00 p.m., Triq Fidiel Zarb (Triq Kromb il-Baħar) se tkun magħluqa għat-traffiku. Ħadd ma jista' jipparkja vetturi f'dawn il-ħinijiet.

L-4 ta' Awwissu, 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, 17 ta' Awwissu, 2023, għal:

Avviż Nru. 41. Bejgħ tale quale ta' parti minn sit f'Ta' Sanserna fil-limiti ta' Birżebbuġa, Birżebbuġa, kif muri bl-aħmar fuq il-pjanta P.D.54_81_1. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €1,000 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' erbat elef ewro (€4,000) 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.

Avviż Nru. 42. Kiri ghall-perjodu ta' ħmistax-il (15) sena għal skopijiet kummerċjali ta' fond tale quale, u fl-istat li jinsab fih inklużi xi difetti li jista' jkun hemm moħbija f'Nru. 15, Misraħ Bonnici, Bormla, kif muri bl-aħmar fuq il-pjanta

BIRKIRKARA LOCAL COUNCIL

Suspension of Traffic and Parking

The Birkirkara Local Council notifies that from Wednesday, 9th August, 2023, Pjazza Santa Liena will be closed from 3.00 p.m. onwards. No parking is allowed.

4th August, 2023

BIRKIRKARA LOCAL COUNCIL

Suspension of Traffic and Parking

The Birkirkara Local Council notifies that from Monday, 14th August, 2023 till Sunday, 20th August, 2023, from 7.00 a.m. till 11.00 p.m., Triq il-Wied will be closed and no parking is allowed during these times.

4th August, 2023

ĦAL GĦARGĦUR LOCAL COUNCIL

Traffic and Parking Suspension

The Ħal Għargħur Local Council notifies that on Tuesday, 8th August, 2023, from 9.30 a.m. till 2.00 p.m., Triq Fidiel Zarb (Triq Kromb il-Baħar) will be closed to traffic. Parking of vehicles is not permitted during this time.

4th August, 2023

LANDS AUTHORITY

The Chief Executive Officer, Lands Authority, notifies that:

Sealed tenders in respect of the following advertisements are to be deposited in the tender box at the Lands Authority, Auberge de Baviere, Valletta, by 10.00am on Thursday, 17th August, 2023, for:

Advt No. 41. Sale tale quale of part of a site at Ta' Sanserna in the limits of Birzebbuga, Birżebbuġa, as shown edged in red on plan P.D.54_81_1. Tenders are to be accompanied by a bid-bond for an amount of €1,000 as stipulated in the tender conditions. Offers below the amount of four thousand euro (€4,000) 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.

Advt No. 42. Lease for a period of fifteen (15) years for commercial purposes of the premises tale quale in its present state including any latent defects, at No. 15, Misraħ Bonnici, Bormla, as shown edged in red on the plan P.D.133_86_1_1.

P.D. 133_86_1_1. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €13,776 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' erbat elef u ħames mija u tnejn u disgħin ewro (€4,592) 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 il-ħlas ta' €50 għad-dokumenti tal-offerta.

Avviż Nru. 43. Kiri tale quale fl-istat li jinsab fih inklużi xi difetti li hemm moħbija għall-perjodu ta' ħmistax-il (15) sena ta' fond għal skopijiet kummerċjali f'Nru. 30, Xatt Lascaris, Il-Belt Valletta, kif muri bl-aħmar fuq il-pjanta P.D. 2008_575. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €50,000 skont kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' wieħed u ħamsin elf u tliet mija u sittin ewro (€51,360) 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 il-ħlas ta' €50 għad-dokumenti tal-offerta.

Dawn l-avviżi qegħdin jiġu ppubblikati bħala stedina għall-pubbliku sabiex jakkwista d-dokumenti tal-offerta online. L-offerenti għandhom jirreferu għall-kundizzjonijiet 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.

L-4 ta' Awwissu, 2023

CENTRAL PROCUREMENT u SUPPLIES UNIT

Id-Direttur Maniġerjali (Procurement and Supplies), Ministeru għas-Saħħa, jgħarraf illi:

Jintlaqgħu offerti elettroniċi rigward l-avviżi li ġejjin sad-9.30 a.m. tal-Ġimgħa, 25 ta' Awwissu, 2023. L-offerti għandhom jintbagħtu BISS online fuq (www.etenders.gov.mt) għall-provvista ta':

CFT 021-3968/23. 'Pegvisomant 20mg injections'

CFT 021-3969/23. 'Fentanyl Citrate 0.5mg/10mL injection'

CFT 020-3970/23. 'Cardiac implantable loop recorders' (€6,600)

CFT 021-3971/23. 'Gelatin modified fluid'

CFT 021-3972/23. 'Potassium Chloride injections'

CFT 021-3973/23. 'Glycopyrronium Bromide 200 microgram/ml injection'

CFT 021-3974/23. 'Sugammadex injections'

Tenders are to be accompanied by a bid-bond for an amount of €13,776 as stipulated in the tender conditions. Offers below the amount of four thousand and five hundred and ninety-two euro (€4,592) 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.

Advt No. 43. Lease tale quale in its present state including any latent defects for a period of fifteen (15) years of the Premises for commercial purposes at No. 30, Xatt Lascaris, Valletta, as shown edged in red on the plan P.D. 2008_575. Tenders are to be accompanied by a bid-bond for the amount of €50,000 as stipulated in the tender conditions. Offers below the amount of fifty-one thousand three hundred and sixty euro (€51,360) 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.

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 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.

4th August, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The Managing Director (Procurement and Supplies), Ministry for Health, notifies that:

Electronic tenders in respect of the following notices will be received till 9.30 a.m. of Friday, 25th August, 2023. Tenders are to be submitted ONLY online on (www.etenders.gov.mt) for the supply of:

CFT 021-3968/23. Pegvisomant 20mg injections

CFT 021-3969/23. Fentanyl Citrate 0.5mg/10mL injection

CFT 020-3970/23. Cardiac implantable loop recorders (€6,600)

CFT 021-3971/23. Gelatin modified fluid

CFT 021-3972/23. Potassium Chloride injections

CFT 021-3973/23. Glycopyrronium Bromide 200 microgram/ml injection

CFT 021-3974/23. Sugammadex injections

CFT 020-3975/23. 'Triple lumen ERCP sphincterotomes'
CFT 021-3976/23. 'Budesonide 200 micrograms metered-dose inhaler'
CFT 009-3977/23. 'Surgical stools'
CFT 021-3978/23. 'Aprepitant 80mg and 125mg capsules'

Id-dokumenti tal-offerta huma mingħajr ħlas.

Id-dokumenti tal-offerti jinkisbu biss mill-Electronic Public Procurement System (www.etenders.gov.mt). Ir-reġistrazzjoni hija meħtieġa sabiex ikun jista' jintuża s-sit elettroniku. Operaturi ekonomiċi Maltin għandu jkollhom l-eID tal-organizzazzjoni tagħhom sabiex ikunu jistgħu jidħlu f'dan is-sit elettroniku. Aktar tagħrif jinkiseb mis-sezzjoni tal-FAQ tal-istess sit.

Il-pubbliku jista' jattendi waqt il-ftuħ u l-iskedar tal-offerti fil-ħinijiet u d-dati msemmija hawn fuq.

L-4 ta' Awwissu, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

B'referenza għall-offerta elettronika CFT 009-3949/23. Provvista ta' 'hyperbaric proof paediatric' u 'adult intensive care ventilators' b'impatt ambjentali ridott, ippubblikata fil-Gazzetta tal-Gvern tal-Ġimgħa, 28 ta' Lulju, 2023, id-data tal-għeluq ġiet estiża sal-Ħamis, 7 ta' Settembru, 2023.

L-4 ta' Awwissu, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Id-Direttur Maniġerjali (Sourcing and Supplies Management) għas-Central Procurement u Supplies Unit fil-Ministeru għas-Saħħa, jgħarraf illi s-sottomissjonijiet tal-ERU Competitive Calls għandhom jintlaqgħu sal-10.00 a.m. tat-Tnejn, 7 ta' Awwissu, 2023.

ERU Ref. ERU3107U23 – Medicinals
ERU Ref. ERU3107U23A
ERU Ref. ERU3107U23B
ERU Ref. ERU3107U23C
ERU Ref. ERU3107U23R
ERU Ref. ERU0108U23A
ERU Ref. ERU0108U23B
ERU Ref. ERU0108U23C
ERU Ref. ERU0108U23D
ERU Ref. ERU0108U23E
ERU Ref. ERU0108U23F
ERU Ref. ERU0108U23G
ERU Ref. ERU0108U23H
ERU Ref. ERU0108U23I
ERU Ref. ERU0108U23 – Medicinals

CFT 020-3975/23. Triple lumen ERCP sphincterotomes
CFT 021-3976/23. Budesonide 200 micrograms metered-dose inhaler
CFT 009-3977/23. Surgical stools
CFT 021-3978/23. Aprepitant 80mg and 125mg capsules

These tender documents are free of charge.

Tender documents are only obtainable from the Electronic Public Procurement System (www.etenders. gov.mt). Registration is required in order to make use of this website. Maltese economic operators need to be in possession of their organisation eID in order to access this website. More information is available from the FAQ section of the same website.

The public may attend during the opening and scheduling of tenders at the times and dates specified above.

4th August, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

With reference to the electronic tender CFT 009-3949/23. Provision of hyperbaric proof paediatric and adult intensive care ventilators with reduced environmental impact, published in the Government Gazette of Friday, 28th July, 2023, the date is being extended till Thursday, 7th September, 2023.

4th August, 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 ERU Competitive Calls will be received up to 10.00 a.m. of Monday, 7th August, 2023

ERU Ref. ERU3107U23 – Medicinals
ERU Ref. ERU3107U23A
ERU Ref. ERU3107U23B
ERU Ref. ERU3107U23C
ERU Ref. ERU3107U23R
ERU Ref. ERU0108U23A
ERU Ref. ERU0108U23B
ERU Ref. ERU0108U23C
ERU Ref. ERU0108U23D
ERU Ref. ERU0108U23E
ERU Ref. ERU0108U23F
ERU Ref. ERU0108U23G
ERU Ref. ERU0108U23H
ERU Ref. ERU0108U23I
ERU Ref. ERU0108U23 – Medicinals

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.

L-4 ta' Awwissu, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Id-Direttur Maniġerjali (Sourcing and Supplies Management) għas-Central Procurement u Supplies Unit fil-Ministeru għas-Saħħa, jgħarraf illi s-sottomissjonijiet tal-ERU Competitive Calls għandhom jintlaqgħu sal-10.00 a.m. tat-Tlieta, 8 ta' Awwissu, 2023.

ERU Ref. ERU0208U23A
ERU Ref. ERU0208U23 – Medicinals

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.

L-4 ta' Awwissu, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Id-Direttur Maniġerjali (Procurement and Supplies), Ministeru għas-Saħħa, jgħarraf illi:

CFT 009-3911/23. Provvista ta' 'emergency/ operating, fully adjustable bariatric stretchers',

ippubblikat fil-Gazzetta tal-Gvern tal-21 ta' Lulju, 2023, ġie mħassar.

L-4 ta' Awwissu, 2023

KUNSILL LOKALI N-NADUR

Il-Kunsill Lokali n-Nadur jgħarraf li:

Offerti jintlaqgħu mill-Kunsill Lokali n-Nadur sad-9.30 a.m. tat-Tlieta, 29 ta' Awwissu, 2023, għal:

Avviż Nru. NLC/13/2023. Xogħlijiet – rinnovar ta' spazju miftuħ fi Triq San Ġwann kantuniera ma' Triq Grunju, in-Nadur.

Id-dokumenti tal-offerta huma bla ħlas u jinkisbu/jitniżżlu u jintlaqgħu BISS mis-sit elettroniku (www.etenders.gov.mt).

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.

4th August, 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 Calls will be received up to 10.00 a.m. on Tuesday, 8th August, 2023.

ERU Ref. ERU0208U23A
ERU Ref. ERU0208U23 – Medicinals

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.

4th August, 2023

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The Managing Director (Procurement and Supplies), Ministry for Health, notifies that:

CFT 009-3911/23. Provision of emergency/ operating, fully adjustable bariatric stretchers,

published in the Government Gazette of 21st July, 2023, has been cancelled.

4th August, 2023

NADUR LOCAL COUNCIL

The Nadur Local Council notifies that:

Tenders will be received by the Nadur Local Council. till 9.30 a.m. on Tuesday, 29th August, 2023, for:

Advt No. NLC/13/2023. Works – upgrading of open space at Triq San Ġwann corner with Triq Grunju, Nadur.

Tender documents are free of charge and are to be viewed/ downloaded and submitted ONLY through the etenders website (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.

L-4 ta' Awwissu, 2023

KUNSILL LOKALI Ż-ŻEBBUĠ (GĦAWDEX)

Il-Kunsill Lokali ż-Żebbuġ (Għawdex) jgħarraf illi:

Sejħiet għall-offerti għandhom jintlaqgħu mill-Kunsill Lokali ż-Żebbuġ (Għawdex), permezz tal-ePPS, sad-9.30 a.m. ta' nhar it-Tlieta, 29 ta' Awwissu, 2023, għal:

Kwot. Nru. ZGLC/07/2023. Xogħlijiet – provvista, installazzjoni, ittestjar u kkummissjonar ta' dawl LED ta' ġol-bankini li jibdel il-kulur u li jiffranka l-enerġija.

Dokumenti tal-offerti 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 fis-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.

L-4 ta' Awwissu, 2023

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.

4th August, 2023

ŻEBBUĠ (GOZO) LOCAL COUNCIL

The Żebbuġ (Gozo) Local Council notifies that:

Tenders will be received at the Żebbuġ (Gozo) Local Council through ePPS, up to 9.30 a.m. on Tuesday, 29th August, 2023, for:

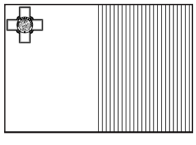
Advt No. ZGLC/07/2023. Works – supply, installation, testing and commissioning of energy-friendly LED in-pavement colour-changing illuminators.

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.

The Local Council reserves the right to refuse any offer, even the most advantageous.

4th August, 2023



Fond Agrikolu Ewropew għall-Iżvilupp Rurali (FAEŻR):
L-Ewropa tinvesti f'żoni rurali

The European Agricultural Fund for Rural Development:
Europe investing in rural areas



KUNSILL LOKALI S-SWIEQI

Il-Kunsill Lokali s-Swieqi jgħarraf illi:

Sejħiet għall-offerti għandhom jintlaqgħu mill-Kunsill Lokali s-Swieqi permezz tal-ePPS, sas-1.00 p.m. ta' nhar it-Tnejn, 4 ta' Settembru, 2023, għal:

Avviż Nru. SLC/T/06/2023. Riabilitazzjonijiet maġġuri fi Triq Tal-Ibraġġ, fis-Swieqi, b'mod effiċjenti fl-użu tar-riżorsi li jikkunsidra impatti ambjentali usa'.

SWIEQI LOCAL COUNCIL

The Swieqi Local Council notifies that:

Tenders will be received at the Swieqi Local Council through ePPS, up to 1.00 p.m. on Monday, 4th September, 2023, for:

Advt No. SLC/T/06/2023. Major rehabilitation of Triq Tal-Ibraġġ in Swieqi, in a resource efficient manner which considers wider environmental impacts.

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.

Il-Kunsill Lokali jżomm id-dritt li jirrifjuta kull offerta, anke l-aktar waħda vantaġġjuża.

L-4 ta' Awwissu, 2023

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.

The Local Council reserves the right to refuse any offer, even the most advantageous.

4th August, 2023

AVVIŻI TAL-QORTI – *COURT NOTICES*

1555

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fis-27 ta' Lulju, 2023, fuq rikors ta' HSBC Bank Malta plc (C3177) ġie ffissat il-jum tat-Tlieta, 23 ta' Jannar, 2024, fil-ħdax u nofs ta' filgħodu (11.30 a.m.) għall-bejgħ bl-irkant, li għandu jsir f'Kamra Numru 78, Biswit l-Arkivju, Livell -1, Qrati tal-Ġustizzja, Triq ir-Repubblika, Il-Belt Valletta, tal-fond hawn taħt deskritt:

L-appartament mingħajr l-arja tiegħu, internament formanti parti mit-torri magħruf bħala Tower A1 konsistenti f'għoxrin (20) appartament, liema torri jifforma parti mill-iżvilupp magħruf bħala 'The Three Towers' u liema appartament huwa sitwat fil-livell numru tlieta (3) (Level 3) u mmarkat internament bin-numru tliet mija u sitta (306), ġewwa Triq l-Ibjar, Paola, kif ukoll l-użu tal-partijiet komuni tat-Torri A1 u dan kif aħjar deskritt fil-kuntratt fl-atti tan-Nutar Malcolm Mangion ippubblikat fit-28 ta' Frar, 2007, sottopost u sovrapost proprjetà ta' terzi, liberu u frank u stmat li jiswa mitejn u ħamest elef ewro (€205,000).

L-imsemmi fond huwa proprjetà ta' Yassine Khaled (KI 135504L) u Elsadi Duaa (KI 38961A).

N.B. L-imsemmi fond jinbiegħ bħalma ġie deskritt fl-atti tas-subbasta 7/2021.

Reġistru tal-Qrati Superjuri, illum it-Tnejn, 31 ta' Lulju, 2023

GAETANA AQUILINA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By decree given by the Civil Court, First Hall, on the 27th July, 2023, on the application of HSBC Bank Malta plc (C3177), Tuesday, 23rd January, 2024, at half past eleven in the morning (11.30 a.m.), has been fixed for the sale by auction, to be held in Room Number 78, Nearby the Courts Archives, Level -1, Courts of Justice, Triq ir-Repubblika, Valletta of the following property:

The apartment without its own airspace, internally forming part of the tower known as Tower A1, consisting of twenty (20) apartments, which tower forms part of the development known as 'The Three Towers' and which apartment is situated on level three (3) and internally marked number three hundred and six (306), in Triq l-Ibjar, Paola, as well as the right of use of common areas of the Tower A1 as better described in the acts of Notary Malcolm Mangion published on the 28th February, 2007, underlying and overlying third party property, free and unencumbered, and valued at two hundred and five thousand euro (€205,000).

The said tenement is the property of Yassine Khaled (ID 135504L) and Elsadi Duaa (ID 38961A).

N.B. The said tenement will be sold as described in the acts of judicial sales number 7/2021.

Registry of the Superior Courts, this Monday, 31st July, 2023

GAETANA AQUILINA
For the Registrar, Civil Courts and Tribunals

1556

Avviż mir-Reġistru tal-Prim'Awla tal-Qorti Ċivili

Billi r-rikorrenti Olena Aisautova (KI 713919L) ippreżentat rikors ġuramentat (numru 265/23 MH) fejn

Notice, Registry of The First Hall of The Civil Court

Whereas the plaintiff rikorrenti Olena Aisautova (KI 713919L) filed an application under oath (number

talbet il-korrezzjoni tal-Att tat-Twelid tar-rikorrenti Olena Valerievna bin-numri 7139/19 fir-Reġistru Pubbliku.

Kull min jidhirlu li għandu interess u jrid jopponi dik it-talba, b'dan l-avviż huwa msejjaħ sabiex ifisser il-fehma tiegħu, b'nota li għandha tiġi ppeżentata fir-Reġistru ta' dawn il-Qrati fi żmien ħmistax-il ġurnata mill-ħruġ ta' dan l-avviż fil-Gazzetta tal-Gvern.

Dawk illi, fiż-żmien fuq imsemmi, ikunu ppreżentaw dik in-nota, għandhom jiġu notifikati b'kopja tar-rikors ġuramentat hawn fuq imsemmi bil-ġurnata li tingħata għas-smigħ tal-kawża.

B'ordni tal-Qorti

Reġistru tal-Qorti Superjuri

Illum 19 ta' Lulju, 2023

RITA FALZON
Għar-Reġistratur, Qrati Ċivili u Tribunali

265/23MH) demanding corrections of the Act of Birth of Olena Valerievna number 7139/19 in the Public Registry.

Whosoever may have an interest therein, and wishes to oppose that demand, is hereby called upon to do so, by means of a note to be filed in the Registry of these Courts, within fifteen days from the day of the publication of this present notice in the Government Gazette.

Those who, within the aforesaid time, shall have filed such note, shall be notified by the service of a copy of the said application under oath, of the day which will be appointed for the hearing of the case.

By order of the Court

Registry of the Superior Court

This 19th July, 2023

RITA FALZON
For Registrar, Civil Courts and Tribunals

1557

B'digriet mogħti mill-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, fit-28 ta' Lulju, 2023, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-artiklu 931(3) tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili, Kapitlu 12 tal-liġijiet ta' Malta.

Bandu għall-Kuraturi

Repubblika ta' Malta

Lill-Uffiċjal Eżekuttiv tal-Qorti tal-Maġistrati (Għawdex)

Ikun jaf kulħadd illi b'digriet mogħti fit-28 ta' Lulju, 2023, il-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, ordnat il-pubblikazzjoni tal-estratt riprodott hawn taħt sabiex għal kull fini u effett tal-liġi jservi ta' notifika skont l-artikolu 931 et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili.

B'digriet mogħti fit-28 ta' Lulju, 2023, ġie ordnat li jintgħażel kuratur deputat skont il-liġi sabiex jirrappreżenta lill-persuna jew persuni mhux magħrufa intitolati għall-ħlas taċ-ċens perpetwu tal-immobbli hawn taħt deskritt fl-atti taċ-ċedola ta' depożitu u kontestwali fidi ta' ċens bin-numru 143/2023 fl-ismijiet Pauline Muscat et vs Kuraturi Deputati sabiex jirrappreżenta lill-persuna jew persuni mhux magħrufa intitolati għall-ħlas taċ-ċens perpetwu tal-immobbli hawn taħt deskritt, liema ċedola ġiet ippreżentata fid-19 ta' Mejju, 2023, fil-Qorti tal-Maġistrati (Għawdex)

By a decree given by the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, on the 28th of July, 2023, the publication of the extract as shown hereunder was ordered for the purposes of notification according to the article 931(3) of the Code of Organization and Civil Procedure, Cap. 12 of the laws of Malta.

Banns for Curators

Republic of Malta

To the Executive Officer of the Court of Magistrates (Gozo)

It is hereby notified that by a decree given on the 28th of July, 2023, the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, ordered the publication of the extract reproduced below so that for all purposes and effects of the law serves as notification according to article 931 et sequitur of the Code of Organisation and Civil Procedure.

By a decree given on the 28th of July, 2023, it was ordered that a deputy curator be chosen according to the law to represent the unknown person or persons entitled to the payment of the perpetual ground rent of the immovable described hereunder in the schedule of deposit and concurrent redemption of ground rent with reference number 143/2023 in the names Pauline Muscat et vs deputy curators in order to represent the unknown person or persons entitled to the payment of the perpetual ground rent burthening the property described hereunder, which schedule of deposit was filed on

Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, u fl-attijiet l-oħrajn kollha relattivi u sussegwenti.

L-immobbli oġġett ta' din iċ-ċedola huma l-fond ossija d-dar mingħajr numru uffiċjali u bl-isem 'New York', fi Triq San Ġakbu, In-Nadur, Għawdex, kif suġġetta għal ċens annwu u perpetwu ta' żewġ ewro u tlieta u tletin ċenteżmu (€2.33), li kapitalizzata bil-ħamsa fil-mija (5%) tammonta għal sitta u erbgħin ewro u sittin ċenteżmu (€46.60c) u liema ċens id-depożitanti jridu jifdu skont l-artiklu 1501 tal-Kodiċi Ċivili.

Inti, uffiċjal eżekuttiv tal-Qorti tal-Maġistrati (Għawdex), għaldaqshekk ordnat li twaħħal kopja uffiċjali ta' dan il-bandu fid-daħla ta' din il-Qorti u ssejjaħ b'dan lil kull min irid jidħol bħala kuratur biex jidher fi żmien sitt (6) ijiem f'dan ir-Reġistru u jagħmel b'nota d-dikjarazzjoni illi huwa jidħol għal dan.

Inti ordnat ukoll li tgħarraf lil kull wieħed illi jekk ma jagħmilx din id-dikjarazzjoni fiż-żmien fuq mogħti, din il-Qorti tgħaddi biex tagħżel kuratur tal-uffiċċju. U wara li tkun għamilt dan, jew jekk tiltaqa' ma' xi xkiel fl-eżekuzzjoni ta' dan il-bandu, inti għandek tgħarraf lil din il-Qorti.

Mogħti mill-Qorti tal-Maġistrati (Għawdex) Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, hawn fuq imsemmija, bix-xhieda tal-Maġistrat Dott. Simone Grech, BA, LLD, Mag. Jur. (Eur. Law), Maġistrat tal-Qorti hawn fuq imsemmija.

Illum 28 ta' Lulju, 2023

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

the 19th of May, 2023, in the Court of Magistrates (Gozo) Superior Jurisdiction, General Section, and in all other relative and subsequent acts.

The immovable object of this schedule of deposit is the house without an official number, denominated 'New York', in Triq San Ġakbu, Nadur, Gozo, as subject to the annual and perpetual ground rent of two euro and thirty-three cents (€2.33), which capitalized at five percent (5%) amounts to forty-six euro and sixty cents (€46.60c) and which ground rent the depositors wish to redeem according to article 1501 of the Civil Code.

You, an executive officer of the Court of Magistrates (Gozo) are therefore ordered to affix an official copy of this notice at the entrance of this Court and hereby summon anyone who wants to enter as a curator to appear within a period of six (6) days in this Registry and file a note declaring that he so wishes.

You are also ordered to inform one and all that if they do not file this declaration within the time stated above, this Court will proceed to choose a curator of the office. And after you have done this, or if you encounter any obstacle in the execution of this order, you should inform this Court.

Given by the Court of Magistrates (Gozo) Superior Jurisdiction, General Section, mentioned above, with the testimony of the Magistrate Dr Simone Grech, BA, LLD Mag. Jur. (Eur. Law), Magistrate of the aforementioned Court.

Today the 28th of July, 2023

Registry of the Court of Magistrates (Gozo), Superior Jurisdiction, General Section

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Gozo Courts and Tribunals

1558

Billi b'digriet tal-21 ta' Lulju, 2023, mogħti fuq rikors numru 1557/2022 ta' Andrew Portelli (KI 503490M), u Philippa Portelli (KI 73688M) f'isimha proprju u bħala mandatorja specjali ta' ħuha George Portelli (KI 385589M), ippreżentat fid-9 ta' Awwissu, 2022, u fl-atti tad-digriet datat 29 ta' Awwissu, 2022, fejn fih ġiet ordnata l-pubblikazzjoni tal-inventarju tal-assi tal-mejjet Emanuel Portelli (KI 708255M), żewġ Anna Portelli née Saliba, bin George Portelli u Filomena Portelli née Scerri, imwieled il-Belt Valletta, Malta, u miet l-Imsida, fit-12 ta' Marzu, 2022, ta' 66 sena.

Din il-pubblikazzjoni se ssir nhar nhar il-Ħamis, 12 ta' Ottubru, 2023, fl-ghaxra ta' filghodu (10.00 a.m.) fi 38,

By means of a decree of the 21st July, 2023, given on an application number 1557/2022 of Andrew Portelli (ID 503490M), Philippa Portelli (ID 73688M) and as a special mandator of her brother George Portelli (ID 385589M), filed on the 9th August, 2022, wherein it was ordered the publication of the inventory of the estate of Emanuel Portelli (ID 708255M), married to Anna Portelli née Saliba, son of George Portelli and Filomena Portelli née Scerri, born in Valletta, Malta, and died Msida, on the12th of March, 2022, aged 66 years.

This publication is going to be held on Thursday, 12th of October, 2023, at ten o'clock in the morning (10.00 a.m.)

Triq Sant'Antnin, Ħaż-Żebbuġ, Malta, taħt il-Ministeru tan-Nutar Dott. Michael Laferla.

Reġistru tal-Qorti Ċivili (Sezzjoni ta' Ġurisdizzjoni Volontarja)

Illum l-1 ta' Awwissu, 2023

ANTONIA DALLI
Għar-Reġistratur Qrati Ċivili u Tribunali

at 38, Triq Sant'Antnin, Ħaż-Żebbuġ, Malta, under the ministry of Notary Dr Michael Laferla.

Registry of the Civil Court (Voluntary Jurisdiction Section)

Today the lst day of August, 2023

ANTONIA DALLI
For the Registrar Civil Court and Tribunals

1559

B'digriet tas-6 ta' Lulju, 2023, mogħti mill-Prim'Awla tal-Qorti Ċivili, din il-Qorti ordnat il-pubblikazzjoni tal-estratt li jidher hawn taħt biex iservi ta' notifiki skont l-artiklu 187 (3) tal-Kodiċi tal-Proċedura u Organizzazzjoni Ċivili (Kap. 12).

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fil-11 ta' April, 2023, fuq rikors ta' Pisani Vivienne (KI 1006048M) et ġie ffissat il-jum tal-Ħamis, 14 ta' Settembru, 2023, fil-ħdax ta' filgħodu (11.00 a.m.) għall-bejgħ bl-irkant, li għandu jsir f'Kamra Numru 78, Biswit l-Arkivju, Livell -1, Qrati tal-Ġustizzja,Triq ir-Repubblika, Il-Belt Valletta, tal-fond hawn taħt deskritt:

Il-flat internament immarkat bin-numru tnejn (2) sottostanti għal flat immarkat bin-numru erbgħa (4) u sovrastanti għal basement garage u store room żgħira u l-basement garage sottostanti, mingħajr numru u mingħajr isem, flimkien mar-rampa ta' quddiem l-imsemmi garage, u store room żgħira. Aċċessibli mill-istess garage hemm ukoll store room żgħira li għandha tieqa wiesgħa li tagħti għal fuq ir-rampa kif ukoll kamra tal-banju li tagħti għal ġo xaft li hu komuni mal-flat numru tnejn (2) u l-post sovrapost. Dan ix-xaft li hu aċċessibbli mill-basement garage, fih is-servizzi tal-flat sovrapost numru tnejn (2) bl-aperturi ta' flat numru tnejn (2) jagħtu għal bitħa li hemm fuq in-naħa ta' wara ta' dan il-garage.

Il-flat numru tnejn (2) u l-basement garage huma interconnected permezz ta' taraġ tal-ħadid u njam li qiegħed fix-xaft fil-bitħa ta' wara tal-proprjetà u huma formanti parti minn blokk ta' bini mingħajr numru bl-isem 'Windsor House', fi Triq il-Laċċi, Buġibba, limiti ta' San Pawl il-Baħar. konfinanti l-imsemmi blokk min-Nofsinhar ma' Triq il-Laċċi, mill-Punent ma' proprjetà tal-familja Vella, jew aventi kawża minnhom u mil-Lvant ma' ġid tan-Nutar Anthony Gatt jew aventi kawża minnu. Il-flat numru tnejn (2) u l-basement garage huma suġġetti għaċ-ċens annwu u perpetwu u sub ċens ta' wieħed u tletin ewro u erbgħa u ħamsin ċenteżmu (€31.54) pagabbli kull sena bil-quddiem b'effett mis-sittax ta' Novembru tas-sena elfejn (16.11.2000), liema ċens u subċens huma rivedibbli kull ħamsin sena b'effett mis-sittax ta' Novembru, tas-sena elf

By a decree given on the 6th July, 2023, by the Civil Court First Hall, the Court ordered that the extract hereunder mentioned be published for the purpose of service according to Article 187 (3) of the Code of Organisation and Civil Procedure (Cap. 12):

By decree given by the Civil Court, First Hall on the 11th April, 2023, on the application of Pisani Vivienne (ID 1006048M) et, Thursday, 14th September, 2023 at eleven in the morning (11.00 a.m.), has been fixed for the sale by auction, to be held in Room Number 78, Nearby the Courts Archives, Level -1, Courts of Justice, Triq ir-Repubblika, Valletta the following property:

The flat internally marked number two (2) underlying flat marked number four (4) and overlying the basement garage and a small store room and the basement underlying garage, without number and without name, together with the ramp in front of the said garage and a small store room. Accessible from the same garage there's also a small store room which has a wide window that abuts onto the ramp as well as a bathroom overlooking the shaft which is common with flat number two (2) and the overlying tenement. This shaft is accessible from the basement garage and has the services of the overlying flat number two (2), with the apertures of flat number two (2) overlooking the yard which is situated on the backside of this garage.

The flat number two (2) and the basement garage are interconnected by means of an iron and wood stairs which is situated in the shaft in the backyard of the property, forming part of a block of building without number, named "Windsor House", in Triq il-Laċċi, Bugibba, limits of Saint Paul's Bay, bounding the said block south with Triq il-Laċċi, west with property of family Vella or their successors in title, and east with property of Notary Anthony Gatt or his successors in title. The flat number two (2) and the basement garage are subject to perpetual and annual ground rent and sub ground rent of thirty one euro and fifty four cent (€31.54) payable yearly in advance with effect from sixteenth November of the year two thousand (16.11.2000), which ground rent and sub ground rent are revisable every fifty years with effect from the sixteenth November of the year nineteen hundred

disa' mija u sittin (16.11.1960), liema reviżjoni għandha ssir a bażi tal-valur tal-flus f'tali dati futuri, meta mqabbel mal-valur fis-sena elf disa' mija u sittin (1960) mingħajr ma jittieħed inkonsiderazzjoni l-valur tal-bini hemm eżistenti, u dan skont ma jirriżulta mill-kuntratti ta' kompravendità tal-Ispiżjar John Gatt u tan-Nutar Anthony Gatt, it-tnejn fl-atti tan-Nutar Dott. Paul Pullicino, wieħed datat tnejn ta' Awwissu tas-sena elf disa' mija ħamsa u sittin (2.8.1965) u l-ieħor datat ħamsa u għoxrin ta' Frar, tas-sena elf disa' mija sitta u sittin (25.2.1966) u fil-konċessjoni enfitewtika oriġinali in atti Nutar Dott. Antonio Carbonaro datat sittax ta' Novembru, tas-sena elf disa' mija u sittin (16.11.1960), bid-drittijiet u pertinenzi kollha tagħhom u stmati li jiswew erba' mija u għoxrin elf ewro (€420,000).

L-imsemmi fond huwa proprjetà ta' Testa Alfred (KI 106154M) u Testa Silvana (KI 604956M).

N.B. L-imsemmi fond jinbiegħ bħalma ġie deskritt fl-atti tas-subbasta 50/2021.

Reġistru tal-Qrati Superjuri, illum it-Tlieta, l-1 ta' Awwissu, 2023

GAETANA AQUILINA
Għar-Reġistratur, Qrati Ċivili u Tribunali

and sixty (16.11.1960), which revision should be on the basis of the money value of the said future dates, when compared to the value of the year nineteen hundred and sixty (1960) without taking into consideration the value of the building already existing, and this as resulting from the contract of the pharmacist John Gatt and of Notary Anthony Gatt, both in the acts of Notary Dr Paul Pullicino, one dated second August of the year nineteen hundred and sixty five (2.8.1965) and the other dated twenty fifth February of the year nineteen hundred sixty six (25.2.1966) and in the original emphyteutical concession in acts of Notary Dr Antonio Carbonaro dated sixteenth November, nine hundred and sixty (16.11.1960), with all its rights and appurtenances, and valued at four hundred and twenty thousand euro (€420,000).

The said tenement is the property of Testa Alfred (ID 106154M) and Testa Silvana (ID 604956M).

N.B. The said tenement will be sold as described in the acts of judicial sales number 50/2021.

Registry of the Superior Courts, this Tuesday, 1st August, 2023

GAETANA AQUILINA
For the Registrar, Civil Courts and Tribunals

1560

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fit-30 ta' Mejju, 2023, fl-atti tar-Rikors Ġuramentat numru 53/2023RGM, li ġie ppreżentat fil-21 ta' Lulju, 2022, fl-ismijiet: Vidal Yolanda vs Piscopo Sandro, 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 lill-Reġistratur tal-Qorti sabiex jirrevedi u jaħdem mill-ġdid it-taxxa dovuta lill-esponenti inkonnessjoni mal-inkarigu tiegħu u mar-rapport minnu mħejji fir-rigward tal-bejgħ bl-irkant fl-ismijiet hawn fuq premessi, liema pagament għandu jiġi maħdum u kalkulat a bażi tad-Dokument AP2. Bl-ispejjeż.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għat-28 ta' Settembru, 2023, fl-9.45 a.m.

Notifika Intimat: Piscopo Sandro, 42, Blk C, Triq l-Iljun, Il-Furjana

Reġistru tal-Qrati Superjuri, illum 24 ta' Lulju, 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 30th May, 2023, in the acts of Sworn Application No:53/2023RGM, which was presented on 21st July, 2022, in the names: Vidal Yolanda vs Piscopo Sandro, 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: Order the Court Registrar to review the tax due to the applicant in connection with his assignment and with the report prepared by him in relation to the sale by auction in the above mentioned names, which payment should be worked out and calculated as per Document AP2. With costs.

The Sworn Application in the names mentioned above is postponed to 28th September, 2023, at 9.45 a.m.

Notification Respondent: Piscopo Sandro, 42, Blk C, Triq l-Iljun, Floriana

Registry of the Superior Courts, today 24th July, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

1561

B'digriet tal-20 ta' Lulju, 2023, mogħti mill-Qorti tal-Maġistrati (Malta), din il-Qorti ordnat il-pubblikazzjoni tal-estratt li jidher hawn taħt biex iservi ta' notifika skont l-Artikolu 187(3) tal-Kodiċi tal-Proċedura u Organizzazzjoni Ċivili (Kap.12).

Illi b'rikors ippreżentat minn Tracey Sillato (KI 500085M) fit-12 ta' Mejju, 2023, qed jintalab l-iżbank fl-ammont ta' sitt elef, tmien mija u ħamsa u ħamsin ewro u sebgħa u għoxrin ċenteżmu (€6,855.27) depożitati b'ċedola ta' depożitu numru 1346/2023 fl-ismijiet:

Tracey Sillato (KI 500085M) vs George Galea (KI 41573M).

Il-Qorti ordnat in-notifika tiegħu lill-kontroparti bi żmien ġimgħa għar-risposta.

Reġistru tal-Qorti Maġistrati (Malta), illum il-Ġimgħa, 28 ta' Lulju, 2023

GAETANA AQUILINA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By a decree of the 20th July, 2023, given by the Courts of Magistrates (Malta), ordered that the extract hereunder mentioned be published for the purpose of service according to article 187(3) of the Code of Organisation and Civil Procedure (Cap. 12).

That by the application filed by Tracey Sillato (ID 500085M) on the 12th May, 2023, is asking for the withdrawal of the amount of six thousand, eight hundred and fifty five euro and twenty seven cents (€6,855.27) deposited by the Schedule of Deposit number 1346/2023 in the names of:

Tracey Sillato (ID 500085M) vs George Galea (ID 41573M).

The Court ordered the notification to the counterparty with one week to file a reply.

Registry of the Courts of Magistrates (Malta), today Friday, the 28th July, 2023

GAETANA AQUILINA
For Registrar of Courts and Civil Tribunals

1562

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-31 ta' Lulju, 2023, u dan wara Rikors b'numru 689/2023, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li meta jiġi biex jirreġistra l-Att tat-Twelid ta' Jennifer Oliver Mc Nulty, fir-Reġistru Pubbliku ta' Malta, jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni fl-Att tat-Twelid biex ikun jidher li isem Jennifer Oliver Mc Nulty għandu jidher bħala 'Jennifer Oliver' u mhux 'Jennifer Beth' u għalhekk fil-kolonni relattivi tal-Att tat-Twelid jitniżżel l-isem 'Jennifer Oliver'.

Ukoll li dan it-tibdil għandu jiġi rifless fl-Att taż-Żwieġ esteru tagħha, jekk kemm-il darba dan jiġi mitlub li jiġi reġistrat ukoll ai termini tal-Art. 244 tal-Kodiċi Ċivili (Kap. 16).

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 31 ta' Lulju, 2023

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 31st July, 2023, and upon an application numbered 689/2023, ordered:

To the Director of the Public Registry, who, when he comes to register the Act of Birth of Jennifer Oliver Mc Nulty, in the Public Registry of Malta, makes the appropriate annotations or corrections in the Act of Birth so that it appears that Jennifer Oliver Mc Nulty's name should appear as 'Jennifer Oliver' and not 'Jennifer Beth' and therefore in the relative columns of the Act of Birth the name 'Jennifer Oliver' is recorded.

Also, that this change should be reflected in its Foreign Marriage Act, if this is requested to be registered also in terms of Art. 244 of the Civil Code (Chap. 16).

Court of Revision of Notarial Acts

Today Monday, 31st July, 2023

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1563

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-31 ta' Lulju, 2023, u dan wara Rikors b'numru 690/2023, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, biex jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni fl-Att tat-Twelid tar-rikorrenti numru 517/2013 biex ikun jidher li isem Warunsiri sive Artita Bartolo née To-Charoen għandu jidher bħala 'Artita' u mhux 'Warunsiri' u għalhekk fil-kolonni relattivi tal-Att tat-Twelid jitnizzel l-isem 'Artita', okkorendo b'annotazzjoni li l-isem kien ġie mibdul uffiċjalment fit-Tajlandja.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn 31 ta' Lulju, 2023

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 31st July, 2023, and upon an application numbered 690/2023, ordered:

To the Director of the Public Registry, to make the appropriate annotations corrections in the or Applicant's Act of Birth bearing number 517/2013 so that it appears that the name of Warunsiri sive Artita Bartolo née To-Charoen should appear as 'Artita' and not 'Warunsiri' and therefore in the relative columns of the Act of Birth the name 'Artita' is written, agreeing with an annotation that the name had been officially changed in Thailand.

Court of Revision of Notarial Acts

Today Monday 31st July, 2023

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1564

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fis-16 ta' Mejju, 2023, fl-atti tar-Rikors Ġuramentat numru 345/2023FDP, li ġie ppreżentat fid-29 ta' Marzu, 2023, fl-ismijiet: Sultana Cleaven et vs Charter Properties Ltd, 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-kumpanija intimata sabiex tħallas lill-esponenti l-ammont ta' disgħa u sebgħin elf u ħames mitt ewro (€79,500). Bl-ispejjeż kollha u bl-imgħaxijiet legali kontra l-konvenuta minn issa inġunta għas-subizzjoni.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għat-28 ta' Settembru, 2023, fid-9.30 a.m.

Notifika Intimat. Charter Properties Ltd. 1, Lara Bldgs, Office 3, Triq Ġużeppi Calleja, L-Iklin

Reġistru tal-Qrati Superjuri, illum 24 ta' Lulju, 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 16th May, 2023, in the acts of Sworn Application number 345/2023FDP, which was presented on 29th March, 2023, in the names: Sultana Cleaven et vs Charter Properties Ltd, 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: Condemn the respondent company to pay the plaintiff the amount of seventy-nine thousand and five hundred euros (€79,500). With all the costs and legal interests against the defendant from now summoned so that a reference to his evidence be made.

The Sworn Application in the names mentioned above is postponed to 28th September, 2023, at 9.30 a.m.

Notification Respondent: Charter Properties Ltd. 1, Lara Bldgs, Office 3, Triq Ġuzeppi Calleja, Iklin

Registry of the Superior Courts, today 24th July, 2023
CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)

For the Registrar, Civil Courts and Tribunals

1565

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, Sezzjoni tal-Kummerċ, fl-24 ta' Mejju, 2023, fl-atti tar-Rikors Ġuramentat numru 30/2023ISB, li ġie ppreżentat fl-24 ta' April, 2023, fl-ismijiet: Said Remy vs Said International Ltd

By decree issued by the Civil Court, First Hall, Commercial Section, on 24th May, 2023, in the acts of Sworn Application number 30/2023ISB, which was presented on 24th April, 2023, in the names: Said Remy

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 li l-ispejjeż kollha ta' dawn il-proċeduri, inkluż dawk tal-istralċ, għandhom jitħallsu mis-soċjetà intimata jew altrimenti għandhom jinqasmu ugwalment bejn il-koazzjonijisti kollha.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għas-6 ta' Ottubru, 2023, fid-9.30 a.m.

Notifika Intimat: Said International Ltd, 43/2, Triq San Zakkarija, Il-Belt Valletta

Reġistru tal-Qrati Superjuri, illum 24 ta' Lulju, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
Għar-Reġistratur, Qrati Ċivili u Tribunali

vs Said International Ltd, 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: Order that all the costs of these proceedings, including those of winding up, must be paid by the respondent society or otherwise they must be divided equally between all the co-shareholders.

The Sworn Application in the names mentioned above is postponed to 6th October, 2023, at 9.30 a.m.

Notification Respondent: Said International Ltd, 43/2, Triq San Zakkarija, Valletta

Register of the Superior Courts, today 24th July, 2023

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

1566

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla fit-12 ta' Ġunju, 2023, mill-Onor. Imħallef Robert G. Mangion wara rikors numru 525/2023, ġie ffissat il-jum tal-Ħamis, 28 ta' Settembru, 2023, fl-għaxra u nofs ta' filgħodu (10.30 a.m.) għall-bejgħ bl-irkant, li għandu jsir f'Kamra Numru 78, Biswit l-Arkivju, Livell -1, Qrati tal-Ġustizzja, Triq ir-Repubblika, Il-Belt Valletta, tal-fond hawn taħt deskritt:

Il-fabbrika, il-warehouse, u x-showroom mibnija fuq tliet biċċiet ta' art bin-numru uffiċjali tnejn u tletin (32) tlieta u tletin (33) u erbgħa u tletin (34) kollha adjaċenti ma' xulxin, flimkien bl-arja tagħhom u s-sottoswol, li jinsabu f'żona industrijali fil-Mosta, aċċessibbli minn Triq il-Kappar u Triq il-Parsott, il-Mosta, u b'faċċata fuq Triq il-Farkizzan u Triq il-Parsott, konfinanti mill-Majjistral ma' triq ġdida li tagħti għal fuq Triq il-Kappar, mix-Xlokk ma' Triq il-Parsott u mil-Lvant ma' proprjetà tas-suċċessuri fit-titlu tas-soċjetà Ficus Limited, mhux inkluż il-makkinarju, vetturi u materjal mhux maħdum li hemm fuq il-post, liberu u frank u stmat għal ħames miljuni, disa' mija u erbgħin elf ewro (€5,940,000).

L-imsemmi fond huwa proprjetà ta' Alu Care Mosta Limited (C32359).

N.B. L-imsemmi fond jinbiegħ bħalma ġie deskritt fl-atti tas-subbasta 22/2020.

Reġistru tal-Qrati Superjuri, illum il-Ħamis, 3 ta' Awwissu, 2023

GAETANA AQUILINA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By decree given by the Civil Court, First Hall on the 12th June, 2023, by Hon. Judge Robert G. Mangion after application number 525/2023, Thursday, 28th September, 2023 at half past ten in the morning (10.30 a.m.), has been fixed for the sale by auction, to be held in Room Number 78, Nearby the Courts Archives, Level -1, Courts of Justice, Triq ir-Repubblika, Valletta, of the following property:

The factory, the warehouse, the showroom built on three (3) portions of land, officially numbered thirty-two (32), thirty three (33) and thirty four (34), all adjacent to each other, and with airspace and subterranean levels, situated in an industrial zone in Mosta, accessible from Triq il-Kappar and Triq il-Parsott, Mosta, and with a façade on Triq il-Farkizzan and Triq il-Parsott, bounded on the northwest by a new street abutting onto Triq il-Kappar, on the southeast with Triq il-Parsott and on the east with property of the successors in title of the company Ficus Limited, not including the machinery, vehicles and raw material that is found on site, free and unencumbered and valued at five million and nine hundred and forty thousand euro (€5,940,000).

The said tenement is the property of Alu Care Mosta Limited (C32359).

N.B. The said tenement will be sold as described in the acts of judicial sales number 22/2020.

Registry of the Superior Courts, this Thursday, 3rd August, 2023

GAETANA AQUILINA
For the Registrar, Civil Courts and Tribunals

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