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The Malta Government Gazette

Il-Ġimgħa, 31 ta' Mejju, 2024
Friday, 31st May, 2024

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NOTIFIKAZZJONIJIET TAL-GVERN

Nru. 654

ATT DWAR IL-PULIZIJA
(KAP. 164)

Bord ta' Governanza tal-Pulizija

BIS-SAĦĦA Artikolu 5 (2) u (3) tal-Att dwar il-Pulizija, il-Prim Ministru approva l-ħatra mill-ġdid tal-persuni li ġejjin biex iservu fuq il-Board ta' Governanza tal-Pulizija għall-kumplament tal-perjodu b'seħħ mill-21 ta' Mejju, 2024 sal-31 ta' Diċembru, 2026.

Chairperson
Il-Prof. Saviour Formosa

Membri
Is-Sur Angelo Gafà
Is-Sur Paul Caruana
Is-Sa Maria Micallef
Is-Sur Lawrence Cauchi
Dott. Dustin Camilleri

Segretarja
Dott. Elaine Degiorgio

Il-31 ta' Mejju, 2024

Nru. 655

FORZI ARMATI TA' MALTA
(FORZA REGOLARI)

IL-MINISTRU għall-Intern, is-Sigurtà u x-Xoghol għoġbu japprova l-promozzjoni tal-Kaptan Jonathan Borg għar-rank ta' Maġġur b'seħħ mit-23 ta' Mejju, 2024.

Il-31 ta' Mejju, 2024

Nru. 656

ATT DWAR ID-DRITTIJIET TAL-AWTUR
(KAP. 415)

NGĦARRFU b'din illi skont l-Artikolu 45 tal-Att dwar id-Drittijiet tal-Awtur, il-Ministru għall-Ekonomija, Intrapriża u Proġetti Strateġiċi ħatar lis-Sur Matthew Pace bħala Membru tal-Bord tad-Drittijiet tal-Awtur biex jieħu post is-Sur Howard Keith Debono. Il-Ministru għall-Ekonomija, Intrapriża u

GOVERNMENT NOTICES

No. 654

POLICE ACT
(CAP. 164)

Police Governance Board

IN terms of Article 5 (2) and (3) of the Police Act, the Prime Minister has approved the re-appointment of the following persons to serve on the Police Governance Board for the remaining period with effect from 21st May, 2024 up to 31st December, 2026.

Chairperson
Prof. Saviour Formosa

Members
Mr Angelo Gafà
Mr Paul Caruana
Ms Maria Micallef
Mr Lawrence Cauchi
Dr Dustin Camilleri

Secretary
Dr Elaine Degiorgio

31st May, 2024

No. 655

ARMED FORCES OF MALTA
(REGULAR FORCE)

THE MINISTER for Home Affairs, Security and Employment has the pleasure to approve the promotion of Captain Jonathan Borg to the rank of Major with effect from 23rd May, 2024.

31st May, 2024

No. 656

COPYRIGHT ACT
(CAP. 415)

IT is hereby notified that in terms of Article 45 of the Copyright Act, the Minister for the Economy, Enterprise and Strategic Projects has appointed Mr Matthew Pace as Member of the Copyright Board to replace Mr Howard Keith Debono. The Minister for the Economy, Enterprise and Strategic

Proġetti Strateġiċi ħatar ukoll lis-Sur Roberto Debrincat bħala Segretarju minflok is-Sur Mark Borg. Dawn il-ħatriet huma effettivi sal-24 ta' Mejju, 2025.

Il-31 ta' Mejju, 2024

Nru. 657

ĦATRA TA' AĠENT ACCOUNTANT GENERAL

IS-SEGRETARJU Permanenti fil-Ministeru għall-Finanzi approva l-ħatra temporanja li ġejja:

ISEM *NAME*	POŻIZZJONI *POSITION*	DIPARTIMENT *DEPARTMENT*	DATA *DATE*
Is-Sa Marisabelle Azzopardi	Accountant General *Accountant General*	Teżor *Treasury*	10.6.2024 - 13.6.2024

Il-31 ta' Mejju, 2024

Nru. 658

ORDINANZA (GĦELUQ) DWAR IL-ĠONNA PUBBLIĊI (KAP. 34)

Il-Ġonna tal-Barrakka ta' Isfel

NGĦARRFU għall-informazzjoni ta' kulħadd illi bis-setgħa mogħtija lilu bl-Artikolu 2 ta' l-Ordinanza dwar l-Għeluq ta' Ġonna Pubbliċi (Kap. 34) id-Direttur tal-Agrikultura approva li nhar il-Ġimgħa, 14 ta' Ġunju, 2024, il-Ġonna tal-Barrakka ta' Isfel se jkunu magħluqa għall-pubbliku mis-6.00 p.m. 'il quddiem, u jkunu taħt il-kontroll ta' Integra Private Wealth Limited.

Il-31 ta' Mejju, 2024

Nru. 659

ORDINANZA (GĦELUQ) DWAR IL-ĠONNA PUBBLIĊI (KAP. 34)

Il-Ġonna tal-Argotti

NGĦARRFU għall-informazzjoni ta' kulħadd illi bis-setgħa mogħtija lilu bl-Artikolu 2 tal-Ordinanza dwar l-Għeluq ta' Ġonna Pubbliċi (Kap. 34) id-Direttur tal-Agrikultura approva li nhar l-Erbgħa, 5 ta' Ġunju, 2024, il-Ġonna tal-

Projects has also appointed Mr Roberto Debrincat as Secretary to replace Mr Mark Borg. These appointments are effective until the 24th May, 2025.

31st May, 2024

No. 657

APPOINTMENT OF ACTING ACCOUNTANT GENERAL

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

ISEM *NAME*	POŻIZZJONI *POSITION*	DIPARTIMENT *DEPARTMENT*	DATA *DATE*
Is-Sa Marisabelle Azzopardi	Accountant General *Accountant General*	Teżor *Treasury*	10.6.2024 - 13.6.2024

31st May, 2024

No. 658

PUBLIC GARDENS (CLOSING) ORDINANCE (CAP. 34)

Lower Barrakka Gardens

IT is notified for general information that as enabled by Section 2 of the Public Gardens (Closing) Ordinance (Cap. 34) the Director of Agriculture has approved that the Lower Barrakka Gardens will be closed to the public on Friday, 14th June, 2024, from 6.00 p.m. onwards, and will be under the control of Integra Private Wealth Limited.

31st May, 2024

No. 659

PUBLIC GARDENS (CLOSING) ORDINANCE (CAP. 34)

Argotti Gardens

IT is notified for general information that as enabled by Section 2 of the Public Gardens (Closing) Ordinance (Cap. 34) the Director of Agriculture has approved that the Argotti Gardens will be closed to the public on Wednesday, 5th

Argotti se jkunu magħluqa għall-pubbliku mis-6.00 p.m. 'il quddiem, u jkunu taħt il-kontroll ta' Peter Agius.

Il-31 ta' Mejju, 2024

Nru. 660

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

Nomina ta' Nutar Delegat/Konservatur

NGĦARRFU b'din 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 Dott. Michaela Fleri-Soler bħala nutar delegat u konservatur tal-atti tan-Nutar Dott. Peter Fleri-Soler u dan għall-perjodu bejn it-2 ta' Ġunju, 2024 u d-9 ta' Ġunju, 2024.

Illum l-Erbgħa, 29 ta' Mejju, 2024

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

Nru. 661

SOVRINTENDENZA TAL-PATRIMONJU KULTURALI

Reġistru ta' Għaqdiet Mhux Governattivi Kulturali

DAN ir-reġistru ta' għaqdiet mhux governattivi (NGOs) kulturali qiegħed jiġi ppubblikat hawn taħt skont l-Artikolu 7(5)(m) tal-Att dwar il-Patrimonju Kulturali (Kap. 445).

Isem tal-NGO *NGO Name*	Nru. tal-HNR *HNR No.*	Nru. tal-VO *VO No.*
Assoċjazzjoni Wirt il-Kalkara	HNR0009	VO/1440
Din l-Art Ħelwa	HNR0018	VO/0008
Fondazzjoni Belt Victoria	HNR0004	VO/0762
Fondazzjoni għall-Patrimonju Kulturali tal-Arċidjoċesi ta' Malta	HNR0017	VO/1288
Fondazzjoni Patrimonju Malti	HNR0024	VO/1762
Fondazzjoni Wirt Artna	HNR0011	VO/0117
Fratellanza Madonna tal-Karmnu, Valletta	HNR0005	VO/2058
Friends of the Sacred Heart of Jesus Church	HNR0027	VO/2299
Friends of Villa Frere	HNR0013	VO/0847
Gabriel Caruana Foundation	HNR0028	VO/1236

June, 2024, from 6.00 p.m. onwards, and will be under the control of Peter Agius.

31st May, 2024

No. 660

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 Michaela Fleri-Soler to be notary delegate and keeper of the Acts for Notary Dr Peter Fleri-Soler for the period between the 2nd June, 2024 and the 9th June, 2024.

Today Wednesday, 29th May, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

No. 661

SUPERINTENDENCE OF CULTURAL HERITAGE

Register of Cultural Heritage NGOs

THE following register of cultural heritage NGOs is being published hereunder, in terms of Article 7(5)(m) of the Cultural Heritage Act (Cap. 445).

Isem tal-NGO *NGO Name*	Nru. tal-HNR *HNR No.*	Nru. tal-VO *VO No.*
Għaqda Mużikali San Ġużepp A.D. 1874	HNR0006	VO/0323
Magna Żmien Foundation	HNR0012	VO/1807
Malta Association of Professional Conservator-Restorers	HNR0020	VO/0825
Malta Aviation Foundation Museum	HNR0031	VO/0148
Malta Historical Fencing Association	HNR0016	VO/1340
Malta Traditional Boats Association	HNR0015	VO/2174
Marsaxlokk Heritage	HNR0019	VO/1629
Notarial Archives Foundation	HNR0033	VO/1505
SKALI Gudja	HNR0025	VO/2123
Soċjetà Dun Filippu Borgia	HNR0022	VO/0187
Soċjetà Mużikali San Ġużepp Ħal Kirkop A.D. 1886	HNR0029	VO/0237
Soċjetà Storiko-Kulturali, Vittoriosa	HNR0026	VO/0272
The Malta Map Society	HNR 0032	VO/0545
The Malta Numismatic Society	HNR0014	VO/1896
The Ramblers' Association of Malta	HNR0030	VO/0024
The Russian Nobility Assembly, Delegation of Malta	HNR0007	VO/1589
Wikimedia Community Malta	HNR0023	VO/1211
Wirt Għawdex	HNR0010	VO/0227
Wirt iż-Żejtun	HNR0002	VO/0517

Is-Sovrintendenza tal-Patrimonju Kulturali tistieden lill-għaqdiet mhux governattivi (NGOs) kulturali li għadhom ma rreġistrawx l-entità tagħhom, u jixtiequ jagħmlu dan, biex jibagħtu ittra elettronika lil (heritage.superintendence@gov.mt) fejn jitolbu aktar informazzjoni dwar il-kriterji ta' eliġibbiltà, l-applikazzjoni u l-proċess ta' aġġudikazzjoni.

Il-31 ta' Mejju, 2024

The Superintendence of Cultural Heritage invites cultural heritage NGOs that have not yet registered their entity, and wish to do so, to send an email to (heritage.superintendence@gov.mt) requesting further information on the eligibility criteria, the application and adjudication process.

31st May, 2024

Nru. 662

AĠENZIJA GĦAL INFRASTRUTTURA MALTA

Tlestija tal-Formazzjoni tat-Triq u Sospensjoni ta' Traffiku u Parkeġġ

BIS-SAĦĦA tal-Artikolu tmintax (18) tal-Avviż Legali 291 tal-2018, l-Aġenzija għal Infrastruttura Malta tavża bl-intenzjoni tagħha illi tlesti l-formazzjoni ta':

Parti minn Triq il-Mosta, Ħ'Attard (indikat fuq il-pjanta fuq il-paġna 13,290).

Triq ir-Rużell u Triq A. Durer, Ħ'Attard (indikat fuq il-pjanta fuq il-paġna 13,291).

No. 662

AGENCY FOR INFRASTRUCTURE MALTA

Completion of Road Formation and Traffic and Parking Suspension

IN virtue of Article eighteen (18) of Legal Notice 291 of 2018, the Agency for Infrastructure Malta hereby gives official notice of its intention to complete the formation of:

Part of Triq il-Mosta, Ħ'Attard (indicated on site plan on page 13,290).

Triq ir-Rużell and Triq A. Durer, Ħ'Attard (indicated on site plan on page 13,291).

Qasam tal-Bini tal-Gvern Blokk A, Ħ'Attard (indikat fuq il-pjanta fuq il-paġna 13,292).

Kull persuna illi skont il-liġi għandha l-obbligu li tifforma din it-triq (inkluż billi takkwista l-art neċessarja għall-istess formazzjoni) għandha sa ħmistax-il (15) jum mid-data tal-pubblikazzjoni ta' dan l-avviż sabiex twettaq l-obbligi tagħha skont il-liġi. Fin-nuqqas, l-Aġenzija għal Infrastruttura Malta tgħaddi sabiex tagħmel l-istess xogħol ta' formazzjoni hi stess skont is-saħħa lilha mogħtija mil-liġi u a spejjeż tal-persuni li huma legalment obbligati jiffurmaw it-triq.

L-Aġenzija għal Infrastruttura Malta tgħarraf li bejn l-10 ta' Ġunju, 2024 u l-31 ta' Diċembru, 2024, se tkun qed tibda xogħlijiet f'parti minn Triq il-Mosta, Ħ'Attard. L-aċċess għall-vetturi u l-parkeġġ f'din it-triq jistgħu jkunu ristretti waqt ċerti xogħlijiet. Tabelli awtorizzati minn Transport Malta biex jinfurmaw lill-pubbliku li ma jistax isir parkeġġ jitwaħħlu fil-post konċernat qabel ma jidħlu fis-seħħ tali restrizzjonijiet tal-parkeġġ.

L-Aġenzija għal Infrastruttura Malta tgħarraf li bejn l-1 ta' Lulju, 2024 u l-31 ta' Marzu, 2025, se tkun qed tibda xogħlijiet fi Triq ir-Rużell u Triq A. Durer, Ħ'Attard. L-aċċess għall-vetturi u l-parkeġġ f'din it-triq jistgħu jkunu ristretti waqt ċerti xogħlijiet. Tabelli awtorizzati minn Transport Malta biex jinfurmaw lill-pubbliku li ma jistax isir parkeġġ jitwaħħlu fil-post konċernat qabel ma jidħlu fis-seħħ tali restrizzjonijiet tal-parkeġġ.

L-Aġenzija għal Infrastruttura Malta tgħarraf li bejn l-10 ta' Ġunju, 2024 u l-31 ta' Diċembru, 2024, se tkun qed tibda xogħlijiet fil-Qasam tal-Bini tal-Gvern Blokk A, Ħ'Attard. L-aċċess għall-vetturi u l-parkeġġ f'din it-triq jistgħu jkunu ristretti waqt ċerti xogħlijiet. Tabelli awtorizzati minn Transport Malta biex jinfurmaw lill-pubbliku li ma jistax isir parkeġġ jitwaħħlu fil-post konċernat qabel ma jidħlu fis-seħħ tali restrizzjonijiet tal-parkeġġ.

Vetturi li jiksru l-ordni ta' dan l-avviż u t-tabelli relatati fuq il-post biex ma jsirx parkeġġ, ikunu suġġetti li jiġu rmunkati.

Aktar informazzjoni jew għajnuna tista' tinkiseb permezz ta' ittra elettronika lil (info.im@infrastructuremalta.com).

Il-31 ta' Mejju, 2024

Qasam tal-Bini tal-Gvern Blokk A, Ħ'Attard (indicated on site plan on page 13,292).

Any person who is obliged by law to form said road (including by acquiring land necessary for the same formation) has fifteen (15) days from the date of the publication of this notice within which to comply with his obligations at law. In default, the Agency for Infrastructure Malta shall itself proceed with the formation of this road in accordance with its powers at law and at the expense of those persons whose obligation it is to form the road.

The Agency for Infrastructure Malta notifies that between 10th June, 2024 and 31st December, 2024, it will be starting road works in part of Triq il-Mosta, Ħ'Attard. Vehicular access and on-street parking in this road may be restricted during certain works. 'No parking' signs authorised by Transport Malta will be affixed on site before such parking restrictions come in force.

The Agency for Infrastructure Malta notifies that between 1st July, 2024 and 31st March, 2025, it will be starting road works in Triq ir-Rużell and Triq A. Durer, Ħ'Attard. Vehicular access and on-street parking in this road may be restricted during certain works. 'No parking' signs authorised by Transport Malta will be affixed on site before such parking restrictions come in force.

The Agency for Infrastructure Malta notifies that between 10th June, 2024 and 31st December, 2024, it will be starting road works in Qasam tal-Bini tal-Gvern, Blokk A, Ħ'Attard. Vehicular access and on-street parking in this road may be restricted during certain works. 'No parking' signs authorised by Transport Malta will be affixed on site before such parking restrictions come in force.

Vehicles found in contravention to the order of this notice and to the related 'no parking' signs on site are liable to be towed.

Further assistance or more information may be obtained by email to (info.im@infrastructuremalta.com).

31st May, 2024



INFRASTRUCTURE MALTA

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Issue	Alterations	Drawn	Checked	Approved	Date

CHIEF EXECUTIVE OFFICER: Ivan Falzon

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UNIT NAME: IMPLEMENTATION

HEAD OF UNIT: N.V.

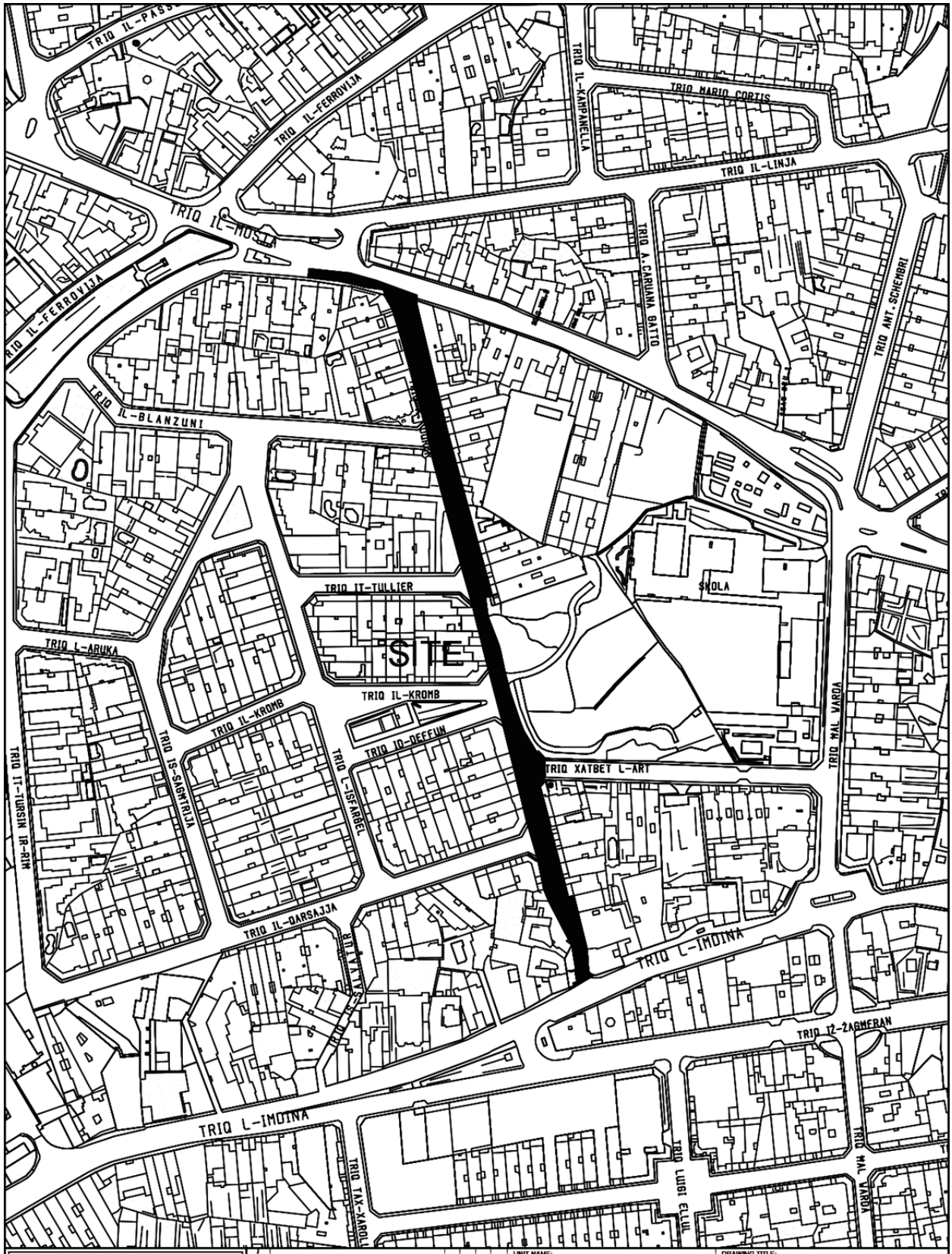
PROJECT LEADER: -

DRAWN BY: -

DRAWING TITLE:
IT-TATTARD
po Triq il-Mosta - SITE PLAN
(Extents of works aren't binding but Indicative)

DATE:	FILE NO:	DRAWING NO:
May 2024	-	IMD163/24

SHEET SIZE:	SCALE:	REVISION:	PAGE NO:
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INFRASTRUCTURE MALTA

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CHIEF EXECUTIVE OFFICER: Ivan Falzon

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UNIT NAME: IMPLEMENTATION

HEAD OF UNIT: N.V.

PROJECT LEADER: -

DRAWN BY: -

DRAWING TITLE:
H'ATTARD
Triq Ir-Ruzell - Triq A. Durer - SITE PLAN
(Extents of works aren't binding but Indicative)

DATE:	FILE NO:	DRAWING NO:
May 2024	-	IMD164/24

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INFRASTRUCTURE MALTA

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Issue	Alterations	Drawn	Checked	Approved	Date

CHIEF EXECUTIVE OFFICER: Ivan Falzon

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UNIT NAME: IMPLEMENTATION

HEAD OF UNIT: N.V.

PROJECT LEADER: -

DRAWN BY: -

DRAWING TITLE: H'ATTARD
Retaining Wall near Qasam tal-Bini Tal-Gvern - SITE PLAN
(Extents of works aren't binding but Indicative)

DATE:	FILE NO:	DRAWING NO:
May 2024	-	IMD165/24

SHEET SIZE:	SCALE:	REVISION:	PAGE NO:
A4	1:2500	A	7

Nru. 663

AVVIŻ GĦALL-GĦANIJIET TAL-ATT TAL-1996 DWAR GWARDJANI PRIVATI U UFFIĊJALI TAL-KOMUNITÀ (KAP. 389)

IL-KUMMISSARJU tal-Pulizija, skont l-artikoli 7 u 8 tal-Att tal-1996 dwar Gwardjani Privati u Uffiċjali tal-Komunità, b'din jgħarraf li rċieva dawn l-applikazzjonijiet kif imsemmija hawn taħt:

No. 663

NOTICE IN TERMS OF THE PRIVATE GUARDS AND COMMUNITY OFFICERS (CAP. 389)

THE Commissioner of Police, in terms of articles 7 and 8 of the Private Guards and Community Officers Act 1996, hereby notifies that the following applications as mentioned hereunder have been received:

Applikazzjoni għal-liċenzja bħala Gwardjani Privati
Application for licence of a Private Guard

Isem u kunjom *Name and Surname*	Nru. tal-Karta tal-Identità *Identity Card No.*	Indirizz *Address*
Lavanya Yalla	443040A	97, Unit 3, Triq in-Nigret, Iż-Żurrieq
Kurt Borg	485384M	Blk 6, Flat 5, Triq il-Fosos, Il-Furjana
Mohammed Nooruddin	435094A	Medina Crt 2, Flat 5, Triq Martino De Redin, San Pawl il-Baħar
Christopher Mamo	263385M	7, Blaize, Flat 2, Triq Mikiel Calleja, Ħal Tarxien
Andreas Joseph Mangion	296600L	52, Casa Mangion, Triq M. A. Vassalli, Ħal Qormi
Dileep Daivala	245690A	Kingston Court, Flat 3, Triq il-Lunzjata, San Ġwann
Raghavulu Kandukuri	441695A	123, Joseph, Triq il-Palma, Raħal Ġdid
Motiour Rahman	292413A	29, Lija Res Complex, Flat 119, Triq Robert Mifsud Bonnici, Ħal Lija
Abdifatah Elmi Hanshi	9000648A	56, Valley Crt, Flat 4, Triq il-Wied l-Imsida
Pankaj Kumar	434817A	6, Mark's Flats, Flat 1, Triq Dun Ġwakkin Schembri, Ħal Qormi
Christopher Julian Cordina	421495M	11, Madonna Ta' Pinu, Flat 2, Triq it-Tramm, Il-Ħamrun
Aldo Silvio	410874M	63, Sagra Familja, Flat 3, Triq il-Konvoj ta' Santa Marija, Il-Kalkara
Udaya Kumar Sadasivan Pillai Somini Amma	407982A	56, Triq il-Kbira, Ħal Tarxien
Josephine Chetcuti	598664M	38A, Flat 1A, Triq Temi Zammit, Ħal Tarxien
Matthew Borg	418095M	6, Flat 6, Triq San Nikola, Il-Belt Valletta
Richard Cutajar	402474M	27, Onyx, Flat 1, Triq Mondion, Il-Fgura
Mary Grace Tanti	28879M	18, Navona, Triq Ganni Darmanin, L-Imqabba
Malcolm John Vella	48379M	1, Chimene, Flat 1, Triq San Tumas, Il-Fgura
Manuel Valdemar Ramos De Oliveira	224765A	Osterley Crt, Flat 2, Triq il-Qaliet, Marsaskala
Ganesh Kumar Shrestha	383777A	Carpaul, Flat 4, Triq in-Nigret, Ir-Rabat
Roberta Marie Camilleri	289902L	146, Toncarm, Triq il-Markiż Giuseppe Scicluna, In-Naxxar
Anthony Calleja	352466M	Zerniq, Triq San Ġorġ, Il-Gudja
Jody Pisani	175379M	112, Flat 3, Triq San Ġużepp, Il-Belt Valletta
Tracy Kayly Axiak	253205L	Our Dream, Triq il-Mitħna, Ir-Rabat, Għawdex

Sharon Ervas Layos	442271A	5, Vincenza, Blk A, Flat 3, Triq is-Sorijiet Franġiskani, San Ġwann
Abdulazim Saliov	424795A	Clifton Court, Flat 1, Triq it-Turisti, Triq Ġdida Fi, San Pawl il-Baħar
Ricky Pesigan Marquez	225542A	27, Monlight, Flat 3, Triq Giovanni Papaffy, Birkirkara
Darren Spiteri	118685M	16, Triq San Ġwann, Iż-Żejtun
Daniel Calleja	91695M	Skema 3, Blk 1, Flat 3, Telgħet Raħal Ġdid, Raħal Ġdid
Claudio Calleja	169895M	115, Nikita, Flat 2, Triq Ignazio Saverio Mifsud, Birkirkara
Vladan Kirovski	441653A	35, Triq Gerry Zammit, Il-Gżira
Franklin Axisa	244880M	Blk VII, Bieb A, Flat 5, Triq il-Buganvilla, San Ġwann
Joan Spiteri	311968M	161, Zircon Suites, Blk 500, Flat 505, Triq Rużar Briffa, Il-Mosta
Wayne Farrugia	377492M	Sec B M.M Grazzja, il-Bajja ta' San Tumas, Marsaskala
Duncan D'Alessandro	386895M	46, Casa D'Alessandro, Triq William Lassell, Il-Fgura
Milos Stankovic	183396A	Salina Park, Blk B, Flat 2B, Triq il-Fugass, San Pawl il-Baħar
Dibisha Shrestha	340520A	27B, Manhattan, Triq il-Mastrudaxxi, Santa Venera
Kumar Sunny	358870A	117, Flat 3, Triq in-Naxxar, Birkirkara
Nabaraj Baniya	204697A	39, Anfield Crt, Flat 13, Triq Giovanni Schranz, L-Imsida
Mark Anthony Cachia	454171M	76, Triq Zekka, Il-Belt Valletta
Tikaram Bhujel	395004A	Alfa Crt, Flat 28A, Triq Wistin Levanzin, Il-Fgura
Karl Bonnici	104974M	35, Triq il-Flotta, Il-Gżira
Shiva Kumar Namthabad	375256A	Labre Flats, Flat 7C, Triq San Guzepp Labrè, Ir-Rabat Għawdex
Chhewang Lama	403482A	Madonna Ta' Pinu Estate P/H 8, Triq it-Torri, Birkirkara
Ricky Vella	582991M	22, Divine Mercy, Flat 6, Triq il-Qastan, Ir-Rabat
Carmelo Micallef	52468M	46, Triq San Nikola, Is-Siġġiewi
Rita Piscopo	474976M	284, Red Rose, Triq Santa Duminka, Ħaż-Żabbar
Bashir Ahmed Said Lagaa	122305A	175, Emily Crt, Flat 1, Triq D'Argens, L-Imsida
Ahmed Bashir Ahmed Lagaa	123566A	175, Emily Crt, Flat 1, Triq D'Argens, L-Imsida
Sharon Camenzuli	454374M	13, Nid D'Amour, Triq il-Ħemda, Ħad-Dingli
Aron Camilleri	546279M	Tigana F/H, Wied il-Baqqiegħa, Limiti taż-Żebbuġ
Miguele Borg	25505L	193A, Cavallino Rampante, Triq il-Parilja, Santa Venera
Alfred Pace	492570M	12 B, Binja Filippo Sciberras, Ent. C, Flat 7, Triq Vilhena, Il-Furjana
Keith Ranie Borg	28096M	Highland Crt, Flat 5, Triq it-22 ta' Frar, Birżebbuġa
Sheryl Hili	15374M	Blk VIII, Bieb A, Flat 6, Triq il-Ballut, San Ġwann
Bridget Micallef	117505L	37, St Julian's Flats, Flat 1, Triq San Albert, Il-Gżira
Siddanth Neeradi	419140A	Windsor Court, Flat 1, Triq Ħal Qormi, Il-Ħamrun
Ajin Mulamthara Shaji	297438A	Buttar Crt, Flat 3, Triq Amleto Spiteri, Ħal Qormi
Yasmin Micallef	279605L	153, Da Vinci Crt, Flat 11, Triq il-Garni, Il-Mellieħa
Daniel Camilleri	407404L	8, Ta' Karozz, Triq San Alfonsu, Iż-Żejtun
Dhaval Yogeshbhai Nayi	432941A	28, Free Port, Flat 6, Triq San Edwardu, Birżebbuġa
Suzanna Borg	481394M	Sunshine, Triq Caravaggio, Ħal Għargħur

Charles Andrew Aquilina	398184M	55, Triq il-Kardinal Xiberras, Ħal Qormi
Laxman Kumar Sah	198858A	358, Triq it-Torri, Il-Mosta
Brendon Pace	52199M	Unit 1, Blk G, Flat 6, Triq Ġużè D'Amato, Raħal Ġdid
Johann Schembri	555580M	Blue Haven, Blk A, Flat C4, Triq il-Barrieri, Iż-Żurrieq
Svein Zammit	400891M	Soleil, P/H 10, Triq Santa Marija, Iż-Żebbuġ, Għawdex
Boraei Abdelsalam Attia Noureldin	407705A	318, Flat 1, Triq is-Salini, Marsaskala
Melanie Fidel Rivera	402453A	39, England, Flat 2, Triq Manuel Magri, Il-Ħamrun
Edison Rivera	428937A	21, Shangrila, Flat 6, Triq is-Summit, Birżebbuġa
Rupak Sharma Ghimire	252603A	110, St Mary Flat 10B, Triq il-Ġifen, San Pawl il-Baħar
Jimmy (John-Mary) Micallef	554676M	3, Misraħ l-Isptar, Sqaq Nru 2, Ħaż-Żebbuġ
Rahul Sanjay Bobbadi	404455A	South Blk, Apartment 1613, Triq ir-Ramel, San Pawl il-Baħar
Bishal Chetry	391357A	1, Ashanti, Triq Beneditt Farrugia, Ħal Kirkop
Ismail Mohamed Muhumed	113394A	65, Tal-Grazzja, Triq il-Folklor, Birżebbuġa
Mohammed Imam Hussen	278512A	Rose Crt, Flat 4, Triq San Mikiel, San Ġwann
Neil Fenech	278791M	5, Assisi, Triq l-Empire Stadium, Il-Gżira
Paul Formosa	477558M	28, Sunflower, Triq L. Mifsud Tommasi, Ħaż-Żebbuġ
Louana Borg	211078M	Sundial, Flat 8, Triq l-Arznell, San Pawl il-Baħar
Stephania Grech	18372M	Binja L, Ent. C, Flat 3, Misraħ il-Qalbiena Matlin, Ħaż-Żabbar
Mary Ann Bugeja	596383M	Ent. A, Flat 10, Triq il-Għajn, Il-Belt Valletta
Milan Stevanovic	173397A	20, Flat 3, Triq C.Troisi, Is-Swieqi
Aashish Sadaula	300884A	4B, Brookside Crt, Triq Patri Felic Sammut, San Pawl il-Baħar

Kull persuna tista', fi żmien xahar mill-pubblikazzjoni ta' dan l-avviż, toġġezzjona bil-miktub lill-Kummissarju dwar il-ħruġ ta' dawn il-liċenzi għal xi waħda mir-raġunijiet imsemmija fl-artikolu 10 tal-Att tal-1996 dwar Gwardjani Privati u Uffiċjali tal-Komunità, li huma:

(a) meta l-applikant jew xi uffiċjali tal-applikant jew persuna oħra li jkollha kontroll effettiv tas-servizzi li jkunu se jiġu pprovduti mill-applikant.

(i) tkun instabet ħatja f'Malta jew xi mkien ieħor ta' xi delitt kontra s-sigurtà tal-Istat, jew ta' xi offiża volontarja fuq il-persuna jew ta' xi delitt kontra proprjetà jew kontra l-fiduċja pubblika jew ta' xi delitt gravi ieħor; jew

(ii) tkun iddikjarata falluta jew meta l-qagħda finanzjarja tagħha tkun prekarja jew xort'oħra tagħmel lill-applikant mhux adatt; jew

(iii) tkun tkeċċiet mill-pulizija jew mill-forzi armati jew mis-servizz tal-ħabs minħabba xi reat jew xi nuqqas ieħor fl-imġiba; jew(b) dwar xi tagħrif li jkun ta' interess pubbliku; jew

Any person may, within one month from the publication of this notice, object in writing to the Commissioner about the issue of the above licences on any of the grounds listed in section 10 of the Private Guards and Community Officers Act 1996, which are:

(a) where the applicant or any officer of the applicant or any person who has an effective control of the services to be provided by the applicant.

(i) has been convicted in Malta or elsewhere of any crime against the safety of the state, or of any crime of voluntary harm or injury to any person or any crime against property or public trust or any other serious crime; or

(ii) has been declared bankrupt or his financial position is precarious or otherwise renders the applicant unsuitable; or

(iii) has been discharged from the police or armed forces or the prison services because of any offence or other misbehaviour; or

(iv) tkun uffiċjal pubbliku jew membru tal-Pulizija jew Forzi Armati jew tas-servizz tal-ħabs; jew

(b) dwar xi tagħrif li jkun ta' interess pubbliku; jew

(c) meta l-applikant ma jkollux il-kwalifiki meħtieġa kif jista' jkun preskritt bl-Att jew taħtu.

Il-31 ta' Mejju, 2024

(iv) is a public officer or a member of the police or armed forces or the prison services; or

(b) when information is available which is in the public interest; or

(c) where the applicant does not possess the necessary qualifications as may be prescribed by or under the Act.

31st May, 2024

Nru. 664

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:

No. 664

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*
31.5.2024	€69.326	€0.946

Il-31 ta' Mejju, 2024

31st May, 2024

AVVIŻ TAL-PULIZIJA

Nru. 123

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

Ħal Balzan

Nhar il-Ġimgħa, 7 ta' Ġunju, 2024, mis-7.00 p.m. sat-8.30 p.m., minn Triq Ġużè Bonnici, Triq Balaguer, Triq Mons. F. X. Zahra, Triq il-Providenza, Triq il-Kbira u Pjazza Bertu Fenech

Trasport pubbliku se jkun affettwat.

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

Il-31 ta' Mejju, 2024

POLICE NOTICE

No. 123

In virtue of Article 52(1) of the Traffic Regulation Ordinance (Cap. 65), the Commissioner of Police hereby notifies that the transit of vehicles from the streets mentioned hereunder will be suspended on the dates and times indicated.

Ħal Balzan

On Friday, 7th June, 2024, from 7.00 p.m. till 8.30 p.m., through Triq Ġużè Bonnici, Triq Balaguer, Triq Mons. F. X. Zahra, Triq il-Providenza, Triq il-Kbira and Pjazza Bertu Fenech

Public transport will be affected.

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

31st May, 2024

AVVIŻ TAL-PULIZIJA

Nru. 124

Il-Kummissarju tal-Pulizija jgħarraf li skont l-Avviż Legali 94/97 it-toroq hawn taħt imsemmija se jiġu kklassifikati bħala Żoni ta' Rmonk fid-dati u l-ħinijiet kif indikat hawn taħt.

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 ma jkunux jistgħu jgħaddu jew jiddawru mit-toroq imsemmija hawn taħt fid-dati u l-ħinijiet indikati.

San Ġwann

Minn nhar il-Ħadd, 2 ta' Ġunju, 2024, mis-6.00 a.m. sat-Tnejn, 3 ta' Ġunju, 2024, fit-8.00 p.m., minn Misraħ Lewża;

Nhar it-Tnejn, 3 ta' Ġunju, 2024, mis-6.00 a.m. sat-8.00 p.m., minn Misraħ Lewża.

L-Imdina

Nhar l-Erbgħa, 5 ta' Ġunju, 2024, mill-11.00 a.m. sat-3.00 p.m., minn Triq Villegaignon.

Ir-Rabat, Malta

Nhar il-Ħadd, 16 ta' Ġunju, 2024, mit-8.00 a.m. sa nofsinhar, minn Triq il-Kunċizzjoni limiti tar-Rabat.

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

Il-31 ta' Mejju, 2024

AVVIŻ TAL-PULIZIJA

Nru. 125

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.

Il-Fgura

Kull moviment ta' traffiku (passaġġ u parkeġġ) huwa pprojbit f'dawn id-dati u ħinijiet hawn taħt:

POLICE NOTICE

No. 124

The Commissioner of Police hereby notifies that in terms of L.N. 94/97 the streets listed hereunder are to be classified as Tow Zones as indicated hereunder on the dates and times indicated.

In virtue of Article 52(1) of the Traffic Regulations Ordinance (Cap. 65), the Commissioner of Police hereby notifies that the transit of vehicles through the streets mentioned hereunder will be suspended or deviated on the dates and times indicated.

San Ġwann

From Sunday, 2nd June, 2024, from 6.00 a.m., till Monday, 3rd June, 2024, at 8.00 p.m., through Misraħ Lewża;

On Monday, 3rd June, 2024, from 6.00 a.m. till 8.00 p.m., through Misraħ Lewża.

Mdina

On Wednesday, 5th June, 2024, from 11.00 a.m. till 3.00 p.m., through Triq Villegaignon.

Rabat, Malta

On Sunday, 16th June, 2024, from 8.00 a.m. till noon, through Triq il-Kunċizzjoni limits of Rabat.

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

31st May, 2024

POLICE NOTICE

No. 125

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.

Fgura

Any vehicular movement (transit or parking) is prohibited on the below dates and times:

Nhar it-Tnejn, 3 ta' Ġunju, 2024, mis-2.00 p.m. sad-9.00 p.m., minn Pjazza Reggie Miller.

Transport pubbliku mhux se jiġi affettwat

Is-Siġġiewi

Minn nhar l-Erbgħa, 5 ta' Ġunju, 2024, sal-Ħamis, 6 ta' Ġunju, 2024, mis-6.00 a.m. sal-11.00 p.m., minn Misraħ San Nikola.

Paola

Kull moviment ta' traffiku (passaġġ u parkeġġ) huwa pprojbit f'dawn id-dati u ħinijiet hawn taħt:

Nhar l-Erbgħa, 5 ta' Ġunju, 2024, mill-5.00 p.m. sa nofsillejl, Pjazza Antione De Paul se tkun kompletament magħluqa għat-traffiku (minn fejn Tom Tailor sa Hibernians Football Club).

Transport pubbliku se jiġi affetwat.

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

Il-31 ta' Mejju, 2024

AVVIŻ TAL-PULIZIJA

Nru. 126

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.

Iż-Żebbuġ, Għawdex

Nhar il-Ġimgħa, 31 ta' Mejju, 2024, mill-5.00 a.m. sal-11.30 p.m., minn Pjazza l-Assunta u Triq il-Knisja.

Trasport pubbliku jista' jkun affettwat.

Il-Munxar

Nhar is-Sibt, l-1 ta' Ġunju, 2024, minn nofsinhar sal-11.30 p.m., minn Triq il-Prof. Guże Aquilina u Triq it-Tempju.

Trasport pubbliku jista' jkun affettwat.

On Monday, 3rd June, 2024, from 2.00 p.m. till 9.00 p.m., through Pjazza Reggie Miller.

Public transport will not be affected.

Siġġiewi

From Wednesday, 5th June, 2024, till Thursday, 6th June, 2024, from 6.00 a.m. till 11.00 p.m., through Misraħ San Nikola.

Paola

Any vehicular movement (transit or parking) is prohibited on the below dates and times:

On Wednesday, 5th June, 2024, from 5.00 p.m. till midnight, Pjazza Antione De Paul will be completely closed for traffic (from near Tom Tailor till Hibernians Football Club).

Public transport will be affected.

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

31st May, 2024

POLICE NOTICE

No. 126

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

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

Żebbuġ, Gozo

On Friday, 31st May, 2024, from 5.00 a.m. till 11.30 p.m., through Pjazza l-Assunta and Triq il-Knisja.

Public transport may also be affected.

Munxar

On Saturday, 1st June, 2024, from noon till 11.30 p.m., through Triq il-Prof. Guże Aquilina and Triq it-Tempju.

Public transport may also be affected.

Għajnsielem

Nhar is-Sibt, l-1 ta' Ġunju, 2024 mill-11.00 a.m. sal-11.30 p.m. minn Triq Ramon Perello, Pjazza Indipendenza, Triq il-Ġnien u Triq Simirat.

Nhar it-Tlieta, 4 ta' Ġunju, 2024, mill-11.00 a.m. sal-11.30 p.m., minn Triq Ramon Perellos, Pjazza Indipendenza, Triq il-Ġnien u Triq Simirat.

Trasport pubbliku jista' jkun affettwat.

Ir-Rabat, Għawdex

Nhar it-Tlieta, 4 ta' Ġunju, 2024, mill-5.00 a.m., sal-Erbgħa, 5 ta' Ġunju, 2024, sal- 11.30 p.m., minn Pjazza t-Tokk.

Nhar it-Tlieta, 4 ta' Ġunju, 2024 mill-11.00 a.m. sal-11.30 p.m. minn Pjazza Santu Wistin.

Trasport pubbliku jista' jkun affettwat.

Il-Birgu

Nhar it-Tlieta, 4 ta' Ġunju, 2024, mill-5.00 a.m. sal-10.00 p.m., minn Triq it-Torri ta' San Ġwann.

Trasport pubbliku mhux se jkun affettwat.

Il-Belt Valletta

Nhar it-Tlieta, 4 ta' Ġunju, 2024 mis-7.00 a.m. sas-2.00 p.m. minn Triq ir-Repubblika minn Triq l-Arċisqof sa Triq San Kristofru.

It-trasport pubbliku (Valletta Circular Bus) jista' jkun affettwat u l-għeluq tat-toroq isir skont il-bżonn.

Il-Mosta

It-traffiku u l-parkeġġ huwa pprojbit nhar l-Erbgħa, 5 ta' Ġunju, 2024, minn nofsinhar sad-9.00 p.m., fil-parkeġġ tar-Rotunda. Iż-żona msemmija se tkun kompletament magħluqa matul dawn il-ħinijiet.

Trasport pubbliku mhux se jkun affettwat.

Żejtun

Nhar il-Ġimgħa, 7 ta' Ġunju, 2024, fis-6.00 a.m. sat-Tnejn, 17 ta' Ġunju, 2024, fl-10.00 a.m., minn Misraħ Gregorio Bonici;

Nhar il-Ħadd, 16 ta' Ġunju, 2024, mill-5.30 a.m. sas-1.00 p.m., minn Triq il-Madonna tal-Bon Kunsill, Triq Sant'Anġlu, Triq Joe Attard, Triq l-Isqof Antonio Zahra, Misraħ il-Bjar, Triq Sant'Antnin, Triq Santu Wistin, Triq San Girgor u Triq il-Madonna tal-Bon Kunsill;

Għajnsielem

On Saturday, 1st June, 2024 from 11.00 a.m. till 11.30 p.m. through Triq Ramon Perello, Pjazza Indipendenza, Triq il-Ġnien and Triq Simirat.

On Tuesday, 4th June, 2024, from 11.00 a.m. till 11.30 p.m., through Triq Ramon Perellos, Pjazza Indipendenza, Triq il-Ġnien and Triq Simirat.

Public transport may also be affected.

Victoria, Gozo

On Tuesday, 4th June, 2024, from 5.00 a.m., till Wednesday, 5th June, 2024, till 11.30 p.m., through Pjazza t-Tokk.

On Tuesday, 4th June, 2024 from 11.00 a.m till 11.30 p.m. through Pjazza Santu Wistin.

Public transport may also be affected.

Vittoriosa

On Tuesday, 4th June, 2024, from 5.00 a.m. till 10.00 p.m., through Triq it-Torri ta' San Ġwann.

Public transport will not be affected.

Valletta

On Tuesday, 4th June, 2024 from 7.00 a.m. till 2.00 p.m. through Triq ir-Repubblika from Triq l-Arċisqof till Triq San Kristofru.

Public transport (Valletta Circular Bus) may be affected and closure of streets will be done as required.

Mosta

All the traffic and parking is prohibited on Wednesday, 5th June , 2024, from noon till 9.00 p.m., at Rotunda parking. The mentioned area will be completely closed during these hours due to a political event.

Public transport will not be affected.

Żejtun

On Friday, 7th June, 2024, at 6.00 a.m., till Monday, 17th June, 2024, at 10.00 a.m., through Misraħ Gregorio Bonici;

On Sunday, 16th June, 2024, from 5.30 a.m. till 1.00 p.m., through Triq il-Madonna tal-Bon Kunsill, Triq Sant'Anġlu, Triq Joe Attard, Triq l-Isqof Antonio Zahra, Misraħ il-Bjar, Triq Sant'Antnin, Triq Santu Wistin, Triq San Girgor and Triq il-Madonna tal-Bon Kunsill;

Nhar il-Ħadd, 16 ta' Ġunju, 2024, mit-3.00 p.m. sad-9.00 p.m., minn Triq il-Madonna tal-Bon Kunsill, Triq Sant'Anġlu, Triq Santa Katarina u Misraħ Gregorio Bonici;

Nhar it-Tnejn, 17 ta' Ġunju, 2024, mill-4.30 p.m. san-00.30 a.m., minn Triq il-Kbira, Misraħ il-Bjar, Misraħ il-Bandolier, Triq Sant'Antnin, Triq Bugħarbiel, Triq Mikiel Cachia, Triq id-Duluri, Triq Santu Wistin, Triq San Girgor u Misraħ ir-Repubblika;

Nhar it-Tlieta, 18 ta' Ġunju, 2024, mis-1.30 p.m. sas-7.30 p.m., minn quddiem il-knisja ta' San Girgor, Triq San Girgor u Misraħ ir-Repubblika;

Nhar it-Tlieta, 18 ta' Ġunju, 2024, mill-4.30 p.m. san-00.30 a.m., minn Triq Santa Katarina, Triq Sant'Anġlu, Triq il-Kostituzzjoni, Triq Mater Boni Consigli, Misraħ Karlu Diacono, Triq San Pawl, Misraħ Santa Marija, Triq Luqa Briffa, Triq San Piju X, Triq San Girgor u Misraħ ir-Repubblika;

Nhar l-Erbgħa, 19 ta' Ġunju, 2024, mill-4.30 p.m. san-00.30 a.m., minn Triq il-Kbira, Triq San Ġorġ, Misraħ il-Bjar, Triq Santa Ċeċilja, Triq San Klement, Triq il-Bandolier, Triq Sant'Antnin, Triq Santu Wistin, Triq San Girgor, Triq Santa Monika, Triq il-Ħerba u Misraħ Gregorio Bonici;

Nhar il-Ħamis, 20 ta' Ġunju, 2024, mill-4.30 p.m. sas-1.45 a.m., minn Misraħ Gregorio Bonici, Triq il-Madonna tal-Bon Kunsill, Misraħ Karlu Diacono, Triq Luqa Briffa, Triq Beland, Triq San Girgor u Misraħ ir-Repubblika;

Nhar il-Ġimgħa, 21 ta' Ġunju, 2024, mill-4.30 p.m. sas-1.30 a.m., minn Misraħ ir-Repubblika, Triq San Girgor, Triq Santa Monika, Triq Luqa Briffa, Misraħ Carlo Diacono, Triq il-Madonna tal-Bon Kunsill u Misraħ Gregorio Bonici;

Nhar is-Sibt, 22 ta' Ġunju, 2024, mis-6.00 a.m. sas-7.30 p.m., minn Misraħ Gregorio Bonici, Triq il-Madonna tal-Bon Kunsill u Misraħ Karlu Diacono;

Nhar is-Sibt, 22 ta' Ġunju, 2024, mill-4.45 p.m. san-00.30 a.m., minn Triq Ħaż-Żabbar limiti taż-Żejtun;

Nhar is-Sibt, 22 ta' Ġunju, 2024, mit-3.30 p.m. sad-9.30 p.m., minn Misraħ Karlu Diacono u Triq il-Madonna tal-Bon Kunsill;

Nhar il-Ħadd, 23 ta' Ġunju, 2024, mid-9.00 a.m. sal-5.30 p.m., minn Triq San Girgor, Triq Santa Monika, Triq Luqa Briffa, Misraħ Karlu Diacono, Triq il-Madonna tal-Bon Kunsill, Misraħ Gregorio Bonici u Misraħ ir-Repubblika;

Nhar il-Ħadd, 23 ta' Ġunju, 2024, mit-3.15 p.m. sa 11.45 p.m., minn Misraħ Karlu Diacono u Triq il-Madonna tal-Bon Kunsill;

Nhar il-Ħadd, 23 ta' Ġunju, 2024, mill-5.30 a.m. sas-2.00 p.m., minn Triq il-Madonna tal-Bon Kunsill, Misraħ Karlu

On Sunday, 16th June, 2024, from 3.00 p.m. till 9.00 p.m., through Triq il-Madonna tal-Bon Kunsill, Triq Sant'Anġlu, Triq Santa Katarina and Misraħ Gregorio Bonici;

On Monday, 17th June, 2024, from 4.30 p.m. till 00.30 a.m., through Triq il-Kbira, Misraħ il-Bjar, Misraħ il-Bandolier, Triq Sant'Antnin, Triq Bugħarbiel, Triq Mikiel Cachia, Triq id-Duluri, Triq Santu Wistin, Triq San Girgor and Misraħ ir-Repubblika;

On Tuesday, 18th June, 2024, from 1.30 p.m. till 7.30 p.m., through in front of San Girgor church, Triq San Girgor and Misraħ ir-Repubblika;

On Tuesday, 18th June, 2024, from 4.30 p.m. till 00.30 a.m., through Triq Santa Katarina, Triq Sant' Anġlu, Triq il-Kostituzzjoni, Triq Mater Boni Consigli, Misraħ Karlu Diacono, Triq San Pawl, Misraħ Santa Marija, Triq Luqa Briffa, Triq San Piju X, Triq San Girgor and Misraħ ir-Repubblika;

On Wednesday, 19th June, 2024, from 4.30 p.m. till 00.30 a.m., through Triq il-Kbira, Triq San Ġorġ, Misraħ il-Bjar, Triq Santa Ċeċilja, Triq San Klement, Triq il-Bandolier, Triq Sant'Antnin, Triq Santu Wistin, Triq San Girgor, Triq Santa Monika, Triq il-Ħerba and Misraħ Gregorio Bonici;

On Thursday, 20th June, 2024, from 4.30 p.m. till 1.45 a.m., through Misraħ Gregorio Bonici, Triq il-Madonna tal-Bon Kunsill, Misraħ Karlu Diacono, Triq Luqa Briffa, Triq Beland, Triq San Girgor and Misraħ ir-Repubblika;

On Friday, 21st June, 2024, from 4.30 p.m. till 1.30 a.m., through Misraħ ir-Repubblika, Triq San Girgor, Triq Santa Monika, Triq Luqa Briffa, Misraħ Carlo Diacono, Triq il-Madonna tal-Bon Kunsill and Misraħ Gregorio Bonici;

On Saturday, 22nd June, 2024, from 6.00 a.m. till 7.30 p.m., through Misraħ Gregorio Bonici, Triq il-Madonna tal-Bon Kunsill and Misraħ Karlu Diacono;

On Saturday, 22nd June, 2024, from 4.45 p.m. till 00.30, a.m. through Triq Ħaż-Żabbar limits of Żejtun;

On Saturday, 22nd June, 2024, from 3.30 p.m. till 9.30 p.m., through Misraħ Karlu Diacono and Triq il-Madonna tal-Bon Kunsill;

On Sunday, 23rd June, 2024, from 9.00 a.m. till 5.30 p.m., through Triq San Girgor, Triq Santa Monika, Triq Luqa Briffa, Misraħ Karlu Diacono, Triq il-Madonna tal-Bon Kunsill, Misraħ Gregorio Bonici and Misraħ ir-Repubblika;

On Sunday, 23rd June, 2024, from 3.15 p.m. till 11.45 p.m., through Misraħ Karlu Diacono and Triq il-Madonna tal-Bon Kunsill;

On Sunday, 23rd June, 2024, from 5.30 a.m. till 2.00 p.m., through Triq il-Madonna tal-Bon Kunsill, Misraħ Karlu

Diacono, Triq San Pawl, Misraħ Santa Marija, Triq Santa Marija, Triq Luqa Briffa, Triq San Piju X, Triq San Girgor u Pjazza Repubblika;

Nhar il-Ħadd, 23 ta' Ġunju, 2024, mis-5.45 p.m. sal-11.30 p.m., minn Triq Ħaż-Żabbar limiti taż-Żejtun;

Nhar il-Ħadd, 23 ta' Ġunju, 2024, mit-3.00 p.m. sat-8.00 p.m., minn Misraħ ir-Repubblika, Triq San Girgor, Triq Santa Monika, Triq Luqa Briffa, Triq Santa Marija, Misraħ Santa Marija, Triq San Pawl, Misraħ Karlu Diacono, Triq il-Madonna tal-Bon Kunsill u Misraħ Gregorio Bonici;

Nhar il-Ħadd, 23 ta' Ġunju, 2024, mis-2.15 p.m. sal-11.00 p.m., minn Misraħ Karlu Diacono u Triq il-Madonna tal-Bon Kunsill;

Nhar il-Ħadd, 23 ta' Ġunju, 2024, mis-7.00 p.m. sas-00.45 a.m., minn Misraħ Karlu Diacono u Triq il-Madonna tal-Bon Kunsill.

Trasport pubbliku se jkun affettwat.

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

Il-31 ta' Mejju, 2024

TRANSPORT MALTA

Avviż Lokali lill-Baħħara Nru. 47 tal-2024

Stħarriġ bl-għadis tal-ħajt tal-moll tan-Nofsinhar taċ-Ċirkewwa u qiegħ il-baħar 'il barra mill-moll

Id-Direttorat tal-Portijiet u l-Yachting, Transport Malta, jgħarraf lill-baħħara u lis-sidien tal-bastimenti li se jsir stħarriġ bl-għadis tal-ħajt tal-moll tan-Nofsinhar taċ-Ċirkewwa u qiegħ il-baħar 'il barra mill-moll

L-istħarriġ se jsir f'xi ġurnata bejn il-Ġimgħa, 31 ta' Mejju, 2024 u l-Ħamis, 6 ta' Ġunju, 2024, fiż-żona ffurmata billi jingħaqdu l-punti A, B, C, D, E, F, u x-xatt ta' bejniethom, kif muri fis-sit elettroniku ta' Transport Malta (www.transport.gov.mt).

Pożizzjoni	*Latitudni (T)*	*Longitudni (L)*
A	35° 59'.191	014° 19'.710
B	35° 59'.148	014° 19'.713
C	35° 59'.149	014° 19'.778
D	35° 59'.138	014° 19'.779
E	35° 59'.139	014° 19'.839
F	35° 59'.164	014° 19'.871

L-istħarriġ se jsir minn bugħaddasa li jistgħu jkunu akkumpanjati minn bastiment ta' appoġġ li se jtajjar il-Bandiera tal-Kodiċi Internazzjonali tas-Sinjali 'A'.

Diacono, Triq San Pawl, Misraħ Santa Marija, Triq Santa Marija, Triq Luqa Briffa, Triq San Piju X, Triq San Girgor and Pjazza Repubblika;

On Sunday, 23rd June, 2024, from 5.45 p.m. till 11.30 p.m., through Triq Ħaż-Żabbar limits of Żejtun;

On Sunday, 23rd June, 2024, from 3.00 p.m. till 8.00 p.m., through Misraħ ir-Repubblika, Triq San Girgor, Triq Santa Monika, Triq Luqa Briffa, Triq Santa Marija, Misraħ Santa Marija, Triq San Pawl, Misraħ Karlu Diacono, Triq il-Madonna tal-Bon Kunsill and Misraħ Gregorio Bonici;

On Sunday, 23rd June, 2024, from 2.15 p.m. till 11.00 p.m., through Misraħ Karlu Diacono and Triq il-Madonna tal-Bon Kunsill;

On Sunday, 23rd June, 2024, from 7.00 p.m. till 00.45 a.m., through Misraħ Karlu Diacono and Triq il-Madonna tal-Bon Kunsill.

Public transport will also be affected.

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

31st May, 2024

TRANSPORT MALTA

Local Notice to Mariners No. 47 of 2024

Diving survey of the Ċirkewwa south quay wall and the seabed off the quay

The Ports and Yachting Directorate, Transport Malta, notifies mariners and owners of vessels that a diving survey will be held along the Ċirkewwa south quay wall and the seabed off the quay.

The diving survey will be held on any day between Friday, 31st May, 2024 and Thursday, 6th June, 2024, within the area formed by joining the points A, B, C, D, E, F, and the intermediate coastline, as shown on the chart found on Transport Malta website (www.transport.gov.mt).

Position	*Latitude (N)*	*Longitude (E)*
A	35° 59'.191	014° 19'.710
B	35° 59'.148	014° 19'.713
C	35° 59'.149	014° 19'.778
D	35° 59'.138	014° 19'.779
E	35° 59'.139	014° 19'.839
F	35° 59'.164	014° 19'.871

The survey will be carried out by divers who may be accompanied by a support vessel which will be exhibiting the International Code of Signals Flag 'A'.

Matul l-istħarriġ għandha tinżamm distanza ta' sigurtà miż-żona msemmija hawn fuq.

Il-moll tan-Nofsinhar taċ-Ċirkewwa u l-moll ta' ħdejh ma jistgħux jintużaw waqt li jkun qed isir l-istħarriġ.

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

Charts affettwati: BA 211, 2537

Il-31 ta' Mejju, 2024

A safety distance from the above-mentioned area is to be kept during the survey.

Due to the survey, the Ċirkewwa south quay and the adjacent quay cannot be used while the survey is being carried out.

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

Charts affected: BA 211, 2537

31st May, 2024

L-AWTORITÀ GĦAS-SAĦĦA U S-SIGURTÀ FUQ IL-POST TAX-XOGĦOL

L-Awtorità għas-Saħħa u s-Sigurtà fuq il-Post tax-Xogħol qed tagħmel sejħa biex timpjega fuq bażi full-time:

Uffiċjali għas-Saħħa u s-Sigurtà fuq il-Post tax-Xogħol
Permess ta' Jobsplus: 418/2020

Uffiċjali għas-Saħħa u s-Sigurtà fuq il-Post tax-Xogħol (Trainees)
Permess ta' Jobsplus: 196/2024

Skrivani
Permess ta' Jobsplus: 107/2024

Manager (HR and Administrative Support)
Permess ta' Jobsplus: 346/2024

Manager (Procurement)
Permess ta' Jobsplus: 430/2024

Manager (EU Affairs, Policy Dev. and Prog. Implementation)
Permess ta' Jobsplus: 431/2024

Manager (Communications and PR)
Permess ta' Jobsplus: 486/2024

Aktar dettalji, inkluż id-dmirijiet, ir-responsabbiltajiet, il-kundizzjonijiet tax-xogħol, il-ħtiġijiet ta' kwalifiki u kif tapplika, jistgħu jitniżżlu mit-Taqsima tal-Impieg fuq is-sit elettroniku tal-Awtorità (https://www.ohsa.mt/recruitment)

L-applikazzjonijiet jintlaqgħu sa nhar il-Ġimgħa, 14 ta' Ġunju, 2024, fl-4.00 p.m. (Ħin Ċentrali Ewropew).

L-Awtorità għas-Saħħa u s-Sigurtà fuq il-Post tax-Xogħol toffri opportunitajiet indaqs ta' xogħol.

Il-31 ta' Mejju, 2024

OCCUPATIONAL HEALTH AND SAFETY AUTHORITY

The Occupational Health and Safety Authority is seeking to recruit individuals for the full-time posts of:

OHS Officers I
Jobsplus Permit: 418/2020

OHS Officer (Trainees)

Jobsplus Permit: 196/2024

Clerks
Jobsplus Permit: 107/2024

Manager (HR and Administrative Support)
Jobsplus Permit: 346/2024

Manager (Procurement)
Jobsplus Permit: 430/2024

Manager (EU Affairs, Policy Dev. and Prog. Implementation)
Jobsplus Permit: 431/2024

Manager (Communications and PR)
Jobsplus Permit: 486/2024

Vacancy details, including duties and responsibilities, terms of engagement, qualification requirements and mode of application may be downloaded from the Recruitment Section (https://www.ohsa.mt/recruitment).

Applications are to be received by Friday, 14th June, 2024, at 4.00 p.m. (Central European Time).

The Occupational Health and Safety Authority is an equal opportunities employer.

31st May, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

Pożizzjoni ta' Allied Assistant fil-Ministeru għas-Saħħa u l-Anzjanità Attiva

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

1. Is-Segretarju Permanenti (Saħħa) u s-Segretarju Permanenti (Anzjanità Attiva), Ministeru għas-Saħħa u l-Anzjanità Attiva, jilqgħu applikazzjonijiet għall-pożizzjoni ta' Allied Assistant fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Persuna magħżula tidħol f'assenjament ta' tliet (3) snin bħala Allied Assistant fil-Ministeru għas-Saħħa u l-Anzjanità Attiva (li jista' jiġi mġedded għal perjodi oħra)

2.2 Il-pożizzjoni ta' Allied Assistant hija suġġetta għal perjodu ta' prova ta' sitt (6) xhur.

Salarju Marbut mal-Pożizzjoni

3.1 Is-salarju ta' Allied Assistant (Livell 4 tal-MQF) huwa ta' Skala ta' Salarju 13, li fis-sena 2024 huwa ta' €19,867.00 fis-sena, li jiżdied bi €335.50 fis-sena sa massimu ta' €21,880.00.

3.2 Persuna fil-grad ta' Allied Assistant (Livell 4 tal-MQF) titla' fi Skala 12 (li fis-sena 2024 hu €21,236.00 x €354 - €23,360.00) mat-tlestija ta' ħames (5) snin servizz sodisfaċenti full-time jew ekwivalenti fil-grad ta' Allied Assistant fi Skala ta' Salarju 13.

3.3 Persuna fil-grad ta' Allied Assistant (Livell 4 tal-MQF) li jikseb b'suċċess kwalifika Livell 5 tal-MQF rilevanti għall-qasam tax-xogħol tiegħu jitqiegħed fi Skala ta' Salarju 12 bħala Allied Assitant (Livell 5 tal-MQF). Is-snin kollha ta' servizz jiġu kkunsidrati fuq bażi 'notional'.

3.4 Persuna fil-grad ta' Allied Assistant (Livell 5 tal-MQF) b'minimu ta' 60 krettu ECTS/ECVET jew ekwivalenti) titqiegħed fi Skala ta' Salarju 12, (li fis-sena 2024 hu €21,236.00 x €354.00 - €23,360.00).

3.5 Persuna fil-grad ta' Allied Assistant (Livell 5 tal-MQF) tiġi promossa għall grad ta' Senior Allied Assistant fi Skala 10 (li fis-sena 2024 hu €24,085.98 x €407.67 - €26,532.00) mat-tlestija ta' ħames (5) snin servizz sodisfaċenti.

3.6 Persuna fil-grad ta' Allied Assistant fil-pussess ta' Livell 6 tal-MQF (b'minimu ta' 180 krettu ECTS/ECVET)

MINISTRY FOR HEALTH AND ACTIVE AGEING

Position of Allied Assistant in the Ministry for Health and Active Ageing

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary (Health) and the Permanent Secretary (Active Ageing), Ministry for Health and Active Ageing, invite applications for the position of Allied Assistant in the Ministry for Health and Active Ageing.

Duration of Assignment and Conditions

2.1 A selected candidate will enter into a three (3) year assignment as an Allied Assistant in the Ministry for Health and Active Ageing (which may be renewed for further periods)

2.2 The position of Allied Assistant is subject to a probationary period of six (6) months.

Salary Pegged to the Position

3.1 The salary for the position of Allied Assistant (MQF Level 4) is Salary Scale 13, which in the year 2024 is equivalent to €19,867.00 per annum, rising by annual increments of €335.50 up to a maximum of €21,880.00.

3.2 An Allied Assistant (MQF Level 4) with five (5) years full time or equivalent satisfactory service in the grade of Allied Assistant Salary Scale 13 shall progress to Scale 12 (€21,236.00 x €354 - €23,360.00).

3.3 An Allied Assistant (MQF Level 4) who successfully attains an MQF Level 5 relevant qualification to their area of work shall be placed in Salary Scale 12 as Allied Assistants (MQF Level 5). All years of service shall be taken into consideration on a notional basis.

3.4 An Allied Assistant in possession of a related MQF Level 5 (with a minimum of 60 ECTS/ECVET credits or equivalent), shall be placed on Salary Scale 12, which in the year 2024 is €21,236.00, rising by annual increments of €354.00 up to a maximum of €23,360.00.

3.5 An Allied Assistant (MQF Level 5) will be promoted to the grade of Senior Allied Assistant in Scale 10 (€24,085.98 x €407.67 - €26,532.00) on completion of five (5) years service in the grade of Allied Assistant.

3.6 An Allied Assistant in possession of an MQF Level 6 (with a minimum of 180 ECTS/ECVET credits) that is

li hija relatata mal-qasam tax-xogħol jitpoġġa minnufih fi Skala ta' Salarju 10 (€24,085.98 x €407.67 - €26,532.00) bħala Senior Allied Assistant.

Dmirijiet

4.1 Id-dmirijiet għal dan il-pożizzjoni ta' Allied Assistant jinkludu li:

i. Jassisti lill-professjonisti tal-kura tas-saħħa fl-implimentazzjoni ta' programmi u jaħdem b'mod effettiv bħala parti ta' tim multidixxiplinarju;

ii. Jaqdi dmirijiet ta' rutina li jistgħu jinkludu li jirrispondi sejħiet bit-telefown; jieħu messaġġi, reġistrazzjoni ta' kampjuni b'mod manwali jew komputerizzat, jirrekordja statistika, jikkordina appuntamenti, jirreġistra dettalji ta' klijenti, photocopying, jagħmel qadjiet, iwettaq sorting tal-kampjuni u dmirijiet simili;

iii. Iżomm it-tagħmir u l-apparat fi stat ta' ndafa biex ikun dejjem disponibbli għall-użu mill-istaff u l-pazjenti. Fejn meħtieġ, iwettaq diżinfettazzjoni jew dekontaminazzjoni u sterilizzazzjoni ta' tagħmir u żoni kliniċi;

iv. Jagħmel użu mis-sistemi tat-Tekonoġija tal-Informatika li jkunu qed jintużaw fil-Ministeru għas-Saħħa u l-Anzjanità Attiva;

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

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

4.2 Persuna maħtura tista' tkun meħtiega li twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-saħħa tal-Gvern ta' Malta skont id-diskrezzjoni tal-amministrazzjoni.

Rekwiżiti tal-Eliġibbiltà

5.1 (i) Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjoni, l-applikanti jridu jkunu ċittadini ta' pajjiżi terzi u jissodisfaw ir-rekwiżiti ddikjarati fil-paragrafi 5.1 (ii) sa 5.2. Il-ħatra ta' dawn il-kandidati tkun mingħajr preġudizzju għall-applikant li jissodisfa r-rekwiżiti kollha ta' eliġibbiltà u li jingħata permess tax-xogħol skont ir-regolamenti nazzjonali applikabbli, kif ukoll li jkun jista' jissodisfa l-kundizzjonijiet l-oħra kollha ta' dħul fit-territorju Schengen. Kull proċess isir b'mod indipendenti u suġġett għall-ipproċessar ta' diliġenza dovuta mill-awtoritajiet kompetenti Maltin.

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

related to the area of work shall be placed immediately on Salary Scale 10 as Senior Allied Assistant (€24,085.98 x €407.67 - €26,532.00)

Duties

4.1 The job duties for the position of Allied Assistant include:

i. Assists health care professionals in implementing programmes and works effectively within a multidisciplinary team;

ii. Carries out routine duties such as answers telephone calls; takes messages, manual and/or computerised registration of samples, records statistics, books appointments, registers client details, photocopies, runs errands, sorts samples and similar duties;

iii. Maintains equipment and apparatus in a state of cleanliness in preparation for patient and staff use. Where necessary, disinfection or decontamination and sterilisation of equipment and clinical areas will be carried out;

iv. Makes use of the Information Technology systems which may be in operation within the Ministry for Health and Active Ageing;

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

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

4.2 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

5.1 (i) By the closing time and date of this call for applications, applicants must be Third Country Nationals and satisfy the requirements stated in paragraphs 5.1 (ii). to 5.2. The appointment of such candidates would be without prejudice to the applicant satisfying all eligibility requirements and being granted a work permit in line with the applicable national regulations, as well as being able to fulfil all other conditions of entry into the Schengen territory. Each process is carried out independently and subject to due diligence processing by the competent Maltese authorities.

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

Il-ħatra ta' dawn il-kandidati tkun jeħtieġ l-ħruġ ta' liċenzja ta' impjieg safejn dan ikun meħtieġ mill-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandu jiġi kkonsultat kif meħtieġ dwar din il-kwistjoni.

ii. (a) Jikkomunikaw bil-lingwa Maltija. Għaldaqstant, kandidati li mhumiex kapaċi jikkomunikaw bil-lingwa Maltija xorta se jiġu kkunsidrati imma għandhom jipprovdu evidenza ta' proficjenza bażika fil-lingwa Maltija qabel il-konferma tal-ħatra li hi fi żmien sitt (6) xhur, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 tal-Università ta' Malta. Il-kors li uffiċjalment iwassal għal dan l-eżami huwa l-Course in Basic Medical Maltese for the Healthcare Profession Part 1 immexxi mid-Dipartiment tal-Malti tal-Università ta' Malta. Allied Assistants impjegati li ma jiksbux dan iċ-ċertifikat fi żmien ta' prova ta' sitt (6) xhur, jingħataw estensjoni ta' darba ta' sitt (6) xhur biex jiksbu b'suċċess dan iċ-ċertifikat, qabel il-konferma tal-ħatra tagħhom. Kwalunkwe ħlas relatat mal-kors jew assessjar tiegħu jridu jiġu mħallsa mill-kandidati prospettivi magħżula.

U

(b) Kapaċi jikkomunika bil-lingwa Ingliża billi:

jipprovdu, sad-data tal-intervista, evidenza li l-kwalifika primarja ġiet segwita bil-lingwa Ingliża;

JEW

jipprovdu, sad-data tal-intervista, ċertifikat validu tal-IELTS (International English Language Testing System) ta' band score medju ta' 4 jew ogħla f'dominji ta' komprensjoni, qari, kitba u lingwa mitkellma. Kwalifika ċċertifikata ekwivalenti għal IELTS (ta' band score medju ta' 4) CEFR: B1 ikunu wkoll aċċettati;

JEW

jipprovdu dokumentazzjoni li turi tal-inqas sitt (6) xhur esperjenza ta' xogħol iċċertifikata full-time bħala Allied Assistant fir-Renju Unit jew fl-Irlanda jew kwalunkwe pajjiż ieħor li jitkellmu l-Ingliż fejn l-Ingliż huwa l-lingwa primarja u/jew uffiċjali.

U

iii (a). fil-pussess ta' kwalifika f'Livell 4 tal-MQF jew f'Advanced Diploma in Applied Science jew Advanced Diploma in Health Sciences jew Advanced Diploma in Health and Social Care b'minimu ta' 120 krettu ECTS/ECVET jew ekwivalenti*, jew kwalifika kumparabbli minn istituzzjoni rikonoxxuta.

The appointment of candidates would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. (a) communicate in the Maltese Language. However, candidates who are not able to communicate in the Maltese language will still be considered but must provide evidence of basic proficiency in the Maltese Language before confirmation of appointment, which is six (6) months, by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 of the University of Malta. The course officially leading to this examination is the Course in Basic Medical Maltese for the Healthcare Profession Part 1 run by the Department of Maltese of the University of Malta. Allied Assistants engaged who would have not obtained this certification within the probationary period of six (6) months, will be given a one-time extension of six (6) months to successfully obtain this certification, prior to confirmation of their appointment. Any related course and assessment fees are to be paid by prospective selected candidates.

AND

(b) Able to communicate in the English language by:

providing proof by the interview date, that the primary qualification was undertaken in the English language;

OR

providing, by the interview date, a valid certificate of IELTS (International English Language Testing System) of average band score of 4 or above in the listening, reading, writing and speaking domains. A certified equivalent qualification to IELTS (Overall Band Score 4), CEFR: B1 will also be accepted.

OR

providing documentation showing at least 6-month Full Time Equivalent certified work experience as an Allied Assistant in the United Kingdom, Ireland or any other English-speaking country where English is the primary and/or the official language.

AND

iii (a). in possession of a MQF Level 4 qualification in either Advanced Diploma in Applied Science or Advanced Diploma in Health Sciences or Advanced Diploma in Health and Social Care with a minimum of 120 ECTS/ECVET credits or equivalent*, or comparable qualification from a recognised institution.

JEW

iii (b). fil-pusses ta' kwalifika f'Livell 5 tal-MQF kif ditterminata mill-management b'minimu ta' 60 krettu ECTS/ECVET jew ekwivalenti*

*Kwalifika rikonoxxuta komparabbli ma' 120/60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċettata 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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le.

5.2 (i) 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) 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, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

5.3 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

Sottomissjoni ta' Dokumentazzjoni

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

OR

iii (b). in possession of a MQF Level 5 qualification as determined by management with a minimum of 60 ECTS/ECVET credits or equivalent*

*A recognised qualification comparable to 120/60 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not.

5.2 (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 5.1 or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

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

5.3 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records 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.

Submission of Supporting Documents

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

dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tal-Portal tar-Reklutaġġ (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 5.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar il-Ġimgħa, 21 ta' Ġunju, 2024. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

8.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument 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 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;
applikazzjonijiet laterali;

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 paragraph 5.1 to 5.3 have proven relevant work experience.

Submission of Applications

8.1 Applications are to be submitted for the attention of the People Management Division, Ministry for Health and Active Ageing, 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 Time) of Friday, 21st June, 2024. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2 It is the responsibility of the applicants not to leave until the last moment 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;
lateral applications;

bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonijiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mild-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 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 u l-indirizz elettroniku tad-Diviżjoni huma (https://sahha.gov.mt) u (recruitment.health@gov.mt)

Il-31 ta' Mejju, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

Pożizzjoni ta' Allied Health Professional (Radiography) fil-Ministeru għas-Saħħa u l-Anzjanità Attiva

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

1. Is-Segretarju Permanenti (Saħħa) u s-Segretarju Permanenti (Anzjanità Attiva), Ministeru għas-Saħħa u l-Anzjanità Attiva, jilqgħu applikazzjonijiet għall-pożizzjoni ta' Allied Health Professional (Radiography) fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Persuna magħżula tidħol f'assenjament ta' tliet (3) snin bħala Allied Health Professional (Radiography) fil-Ministeru għas-Saħħa u l-Anzjanità Attiva (li jista' jiġi mġedded għal perjodi oħra).

2.2 Il-pożizzjoni ta' Allied Health Professional (Radiography) hija suġġetta għal perjodu ta' prova ta' sena (1).

Salarju Marbut mal-Pożizzjoni

3.1 Is-salarju ta' Allied Health Professional bid-Degree f'Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu

reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the People Management Division, Ministry for Health and Active Ageing, 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).

31st May, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

Position of Allied Health Professional (Radiography) in the Ministry for Health and Active Ageing

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary (Health) and the Permanent Secretary (Active Ageing), Ministry for Health and Active Ageing, invite applications for the position of Allied Health Professional (Radiography) in the Ministry for Health and Active Ageing.

Duration of Assignment and Conditions

2.1 A selected candidate will enter into a three (3) year assignment as an Allied Health Professional (Radiography) in the Ministry for Health and Active Ageing (which may be renewed for further periods).

2.2 The position of Allied Health Professional (Radiography) is subject to a probationary period of one (1) year.

Salary Pegged to the Position

3.1 The salary for the post of Allied Health Professional with Degree at MQF Level 6 (subject to a minimum of

ECTS/ECVET jew ekwivalenti) huwa ta' Skala ta' Salarju 10, li fis-sena 2024 huwa ta' €24,085.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €26,532.00.

Persuna fil-grad ta' Allied Health Professional li minbarra r-rekwiżit stipulat f'paragrafu 3.1, għandha wkoll fil-pussess tagħha Master's Degree f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, tinħatar mad-dħul bħala Senior Allied Health Professional fi Skala ta' Salarju 8 (€27,179.02 x €486.83 - €30,100).

3.2 Persuna fil-grad ta' Allied Health Professional titla' fi Skala ta' Salarju 9 (€25,589.02 x €447.33 - €28,273.00) wara sentejn (2) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

3.3 Persuna fil-grad ta' Allied Health Professional tiġi promossa għall-grad ta' Senior Allied Health Professional fi Skala ta' Salarju 8 (€27,179.02 x €486.83 - €30,100.00) wara tliet (3) snin servizz sodisfaċenti fil-grad ta' Allied Health Professional fi Skala ta' Salarju 9.

Persuna fil-ħatra ta' Allied Health Professional li fil-kors tad-dmirijiet tagħha tikseb Postgraduate Master's f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, għandha titla' minnufih għal Skala ta' Salarju 8 bħala Senior Allied Health Professional.

3.4 Persuna fil-ħatra ta' Senior Allied Health Professional (Skala ta' Salarju 8) b'mill-inqas ħames (5) snin servizz sodisfaċenti fil-grad ta' Senior Allied Health Professional fi Skala ta' Salarju 8 u ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework (CAF) tiġi promossa għall-grad ta' Allied Health Practitioner fi Skala ta' Salarju 7 (€28,855.98 x €531.17 - €32,043.00) kemm mid-data tal-otteniment tas-snin tas-servizz stipulat kif ukoll it-tlestija b'suċċess tal-CAF.

Persuna fil-ħatra ta' Senior Allied Health Professional (Skala ta' Salarju 8) fil-pussess ta' Postgraduate Master's f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, b'mill-inqas sentejn (2) servizz sodisfaċenti bħala Senior Allied Health Professional u ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework (CAF), għandha tiġi promossa fil-grad ta' Allied Health Practitioner fi Skala ta' Salarju 7 (€28,855.98 x €531.17 - €32,043.00).

Fil-każ ta' uffiċjali li ma jkollhomx iċ-ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework mat-tlestija ta' sentejn (2) servizz sodisfaċenti

180 ECTS/ECVET credits or equivalent) is Salary Scale 10, which in the year 2024 is equivalent to €24,085.98 per annum, rising by annual increments of €407.67 up to a maximum of €26,532.00.

An Allied Health Professional who in addition to the requirement stipulated in paragraph 3.1, are also in possession of a relevant and recognised Postgraduate Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD at MQF Level 8, shall on entry be immediately appointed as Senior Allied Health Professional in Salary Scale 8 (€27,179.02 x €486.83 - €30,100).

3.2 An Allied Health Professional will progress to Salary Scale 9 (€25,589.02 x €447.33 - €28,273.00) on completion of two (2) years service in the grade, subject to satisfactory performance.

3.3 An Allied Health Professional will be promoted to the grade of Senior Allied Health Professional in Salary Scale 8 (€27,179.02 x €486.83 - €30,100.00) on completion of three (3) years satisfactory service in the grade of Allied Health Professional in Salary Scale 9.

An Allied Health Professional who in the course of his/her duties obtains a relevant and recognised Postgraduate Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD at MQF Level 8 shall immediately progress to Salary Scale 8 as Senior Allied Health Professional.

3.4 A Senior Allied Health Professional (Salary Scale 8), with at least five (5) years satisfactory service as Senior Allied Health Professional in Salary Scale 8 and certificate of successful completion of the Competency Programme and Evaluation Framework (CAF), shall be promoted to the grade of Allied Health Practitioner in Salary Scale 7 (€28,855.98 x €531.17 - €32,043.00) as from the date of satisfaction of both the stipulated years of service and the successful certification of the CAF.

A Senior Allied Health Professional (Salary Scale 8), in possession of a recognised and relevant Postgraduate Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD at MQF Level 8 with at least two (2) years satisfactory service as Senior Allied Health Professional and certificate of successful completion of the Competency Programme and Evaluation Framework (CAF), shall be promoted to the grade of Allied Health Practitioner in Salary Scale 7 (€28,855.98 x €531.17 - €32,043.00).

In the case of officers who are not in possession of the certificate of successful completion of the Competency Programme and Evaluation Framework on the completion

fil-grad, għandhom jiġu promossi għal Allied Health Practitioner bil-kundizzjoni li jiksbu din iċ-ċertifikazzjoni fi żmien sena (1) mill-ħatra ta' Allied Health Practitioner fi Skala ta' Salarju 7. Uffiċjali li jonqsu milli jippreżentaw tali ċertifikazzjoni fil-qafas ta' żmien stipulat għandhom jerġgħu lura awtomatikament għal Senior Allied Health Professional fi Skala ta' Salarju 8.

3.5 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.

Dmirijiet

4.1 Id-dmirijiet għal dan il-pożizzjoni ta' Allied Health Professional (Radiography) jinkludu li:

i. Jippjana, iwettaq u jevalwa servizz speċifiku tal-allied health;

ii. Jippreżenta dokumentazzjoni ċara, preċiża u fil-ħin;

iii. Jikkomunika, jaħdem id f'id effettivament ma' professjonisti oħra, individwi u gruppi ta' pazjenti, familji/carers u aġenziji oħra skont il-ħtieġa;

iv. Iżomm ruħu aġġornat fuq żviluppi u modi fil-prattika ta' professjoni speċifika tal-allied health permezz ta' studju tal-letteratura kurrenti jew billi jattendi korsijiet tal-iżvilupp professjonali kontinwu disponibbli u jaddatta prattiki ta' xogħol skont evidenza l-aktar riċenti;

v. Iwettaq kwalunkwe dmirijiet oħra li jkunu meħtieġ mill-Allied Health Professional responsabbli b'rispons għall-esiġenzi tas-servizz;

vi. Jaderixxi mal-politiki u l-proċeduri kollha kif applikabbli lill-entità/entitatjiet fejn l-Allied Health Professional ikun ġie allokat;

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

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

Aktar dettalji dwar id-dmirijiet marbuta ma' dan il-post jistgħu jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta, VLT 1171 li tista' jiġi kkuntattjat ukoll permezz ta' ittra elettronika lil (recruitment.health@gov.mt).

4.2 Persuna maħtura tista' tkun meħtieġa li twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-saħħa tal-Gvern ta' Malta skont id-diskrezzjoni tal-amministrazzjoni.

of two (2) years satisfactory service in the grade, shall be promoted to Allied Health Practitioner on condition that s/he obtains this certification within one (1) year from appointment of Allied Health Practitioner in Salary Scale 7. Officers who fail to present such certification within the stipulated timeframe shall automatically revert to Senior Allied Health Professional in Salary Scale 8.

3.5 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.

Duties

4.1 The job duties for the position of Allied Health Professional (Radiography) include:

i. Plans, delivers and evaluates specific allied health service;

ii. Presents clear, accurate and timely documentation;

iii. Communicates and liaises effectively with other professionals, individuals and groups of patients, family/carers and other agencies as required;

iv. Keeps up-to-date on developments and trends in the practice of the specific allied health profession by study of the current literature or by attending continuous professional development courses available and to adapt work practices according to the latest evidence;

v. Performs any other duties which may be required by the responsible Allied Health Professional in response to the exigencies of the service;

vi. Abides by all policies and procedures as applicable to the entity/entities that the Allied Health Professional is deployed to;

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

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

Further details of the job description of the position may be obtained from the People Management Division, Ministry for Health and Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta, VLT 1171, which may be contacted by email at (recruitment.health@gov.mt)

4.2 An appointee may be requested to perform duties in any of the health care services in the Government of Malta at the discretion of the management.

Rekwiżiti tal-Eliġibbiltà

5.1 (i) Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjoni, l-applikanti jridu jkunu ċittadini ta' pajjiżi terzi u jissodisfaw ir-rekwiżiti ddikjarati fil-paragrafi 5.1 (ii) sa 5.2. Il-ħatra ta' dawn il-kandidati tkun mingħajr preġudizzju għall-applikant li jissodisfa r-rekwiżiti kollha ta' eliġibbiltà u li jingħata permess tax-xogħol skont irregolamenti nazzjonali applikabbli, kif ukoll li jkun jista' jissodisfa l-kundizzjonijiet l-oħra kollha ta' dħul fit-territorju Schengen. Kull proċess isir b'mod indipendenti u suġġett għall-ipproċessar ta' diliġenza dovuta mill-awtoritajiet kompetenti Maltin.

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

Il-ħatra ta' dawn il-kandidati tkun jeħtieġu l-ħruġ ta' liċenzja ta' impjieg safejn dan ikun meħtieġ mill-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandu jiġi kkonsultat kif meħtieġ dwar din il-kwistjoni.

ii. (a) Profiċjenti fil-lingwa Maltija. Għaldaqstant, kandidati li mhumiex profiċjenti fil-lingwa Maltija xorta se jiġu kkunsidrati imma għandhom jipprovdu evidenza ta' profiċjenza bażika fil-lingwa Maltija qabel il-konferma tal-ħatra li hi fi żmien sitt (6) xhur, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 tal-Università ta' Malta. Il-kors li uffiċjalment iwassal għal dan l-eżami huwa l-Course in Basic Medical Maltese for the Healthcare Profession Part 1 immexxi mid-Dipartiment tal-Malti tal-Università ta' Malta. Allied Health Professionals impjegati li ma jiksbux dan iċ-ċertifikat fi żmien ta' prova ta' sitt (6) xhur, jingħataw estensjoni ta' darba ta' sitt (6) xhur biex jiksbu b'suċċess dan iċ-ċertifikat, qabel il-konferma talħatra tagħhom. Kwalunkwe ħlas relatat mal-kors jew assessjar tiegħu jridu jiġu mħallsa mill-kandidati prospettivi magħżula.

U

(b) profiċjenti fil-lingwa Ingliża billi:

jipprovdu, sad-data tal-intervista, evidenza li l-kwalifika primarja ġiet segwita bil-lingwa Ingliża;

JEW

jipprovdu, sad-data tal-intervista, ċertifikat validu tal-IELTS (International English Language Testing System) ta' band score medju ta' 6 jew ogħla f'dominji ta' komprensjoni, qari, kitba u lingwa mitkellma. Kwalifika ċċertifikata ekwivalenti għal IELTS Livell 6 (ta' band score medju ta' 6) eż. GCSE/Cambridge Grad Ċ, TOEFL (IBT): 60-80, CEFR: B2 ikunu aċċettati;;

Eligibility Requirements

5.1 (i) By the closing time and date of this call for applications, applicants must be Third Country Nationals and satisfy the requirements stated in paragraphs 5.1 (ii). to 5.2. The appointment of such candidates would be without prejudice to the applicant satisfying all eligibility requirements and being granted a work permit in line with the applicable national regulations, as well as being able to fulfil all other conditions of entry into the Schengen territory. Each process is carried out independently and subject to due diligence processing by the competent Maltese authorities.

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

The appointment of candidates would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. (a) proficient in the Maltese Language. However, candidates who do not possess proficiency in the Maltese language will still be considered but must provide evidence of basic proficiency in the Maltese Language before confirmation of appointment, which is six (6) months, by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 of the University of Malta. The course officially leading to this examination is the Course in Basic Medical Maltese for the Healthcare Profession Part 1 run by the Department of Maltese of the University of Malta. Allied Health Professionals engaged who would have not obtained this certification within the probationary period of six (6) months, will be given a one-time extension of six (6) months to successfully obtain this certification, prior to confirmation of their appointment. Any related course and assessment fees are to be paid by prospective selected candidates.

AND

(b) be proficient in the English language by:

providing proof, by the interview date, that the primary qualification was undertaken in the English Language;

OR

providing by the interview date, a valid certificate of IELTS (International English Language Testing System) of average band score of 6 or above in the listening, reading, writing and speaking domains. A certified equivalent qualification to IELTS (Overall Band Score 6), e.g. GCSE/Cambridge: Grade C, TOEFL (IBT): 60-80, CEFR: B2 will also be accepted.

JEW

billi jipprovdu dokumentazzjoni li turi tal-inqas sitt (6) xhur esperjenza ta' xogħol iċċertifikata full-time bħala Allied Health Professional fir-Renju Unit jew fl-Irlanda jew kwalunkwe pajjiż ieħor li jitkellmu l-Ingliż fejn l-Ingliż huwa l-lingwa primarja u/jew uffiċjali.

U

iii. fil-pussess ta' kwalifika rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Radiography jew kwalifika ekwivalenti, rikonoxxuta, kumparabbli U jkunu f'pussess ta' ċertifikat tar-reġistrazzjoni fir-Radiography mal-Kunsill ta' Professjonisti Kumplimentari għall-Mediċina f'Malta.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, kif applikabbli hija aċċettata biss suġġett għal dikjarazzjoni ta' rikonoxximent formali 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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le.

5.2 (i) 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) 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, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

OR

by providing documentation showing at least 6-month Full Time Equivalent certified work experience as an Allied Health Professional in the United Kingdom, Ireland or any other English-speaking country where English is the primary and/or the official language.

AND

iii. in possession of a recognised qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in Radiography or an equivalent, recognised comparable qualification AND in possession of a certificate of registration in Radiography by the Council for Professions Complimentary to Medicine in Malta.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not.

5.2 (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 5.1 or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

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

5.3 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 5.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar il-Ġimgħa, 21 ta' Ġunju, 2024. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

8.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument 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.

5.3 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records 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.

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 paragraph 5.1 to 5.3 have proven relevant work experience.

Submission of Applications

8.1 Applications are to be submitted for the attention of the People Management Division, Ministry for Health and Active Ageing, 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 Time) of Friday, 21st June, 2024. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2 It is the responsibility of the applicants not to leave until the last moment 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 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 u l-indirizz elettroniku tad-Diviżjoni huma (https://sahha.gov.mt) u (recruitment.health@gov.mt)

Il-31 ta' Mejju, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

Post ta' Allied Health Professional (Dietetics) fuq bażi full-time/part-time fil-Ministeru għas-Saħħa u l-Anzjanità Attiva

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

1. Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa u l-Anzjanità Attiva, tilqa' applikazzjonijiet għall-post ta' Allied Health Professional (Dietetics) fuq bażi full-time/part-time biex iwettaq dmirijiet fis-Saħħa fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the People Management Division, Ministry for Health and Active Ageing, 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).

31st May, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

Post of Allied Health Professional (Dietetics) on a full-time/part-time basis in the Ministry for Health and Active Ageing

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management), Ministry for Health and Active Ageing, invites applications for the post of Allied Health Professional (Dietetics) on a full-time/part-time basis to perform duties at Health in the Ministry for Health and Active Ageing.

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Allied Health Professional bid-Degree f'Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti) huwa ta' Skala ta' Salarju 10, li fis-sena 2024 huwa ta' €24,085.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €26,532.00.

Persuna fil-grad ta' Allied Health Professional li minbarra r-rekwiżit stipulat f'paragrafu 3.1, għandha wkoll fil-pussess tagħha Master's Degree f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, tinħatar mad-dħul bħala Senior Allied Health Professional fi Skala ta' Salarju 8 (€27,179.02 x €486.83 - €30,100).

2.3 Persuna fil-grad ta' Allied Health Professional titla' fi Skala ta' Salarju 9 (€25,589.02 x €447.33 - €28,273.00) wara sentejn (2) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna fil-grad ta' Allied Health Professional tiġi promossa għall-grad ta' Senior Allied Health Professional fi Skala ta' Salarju 8 (€27,179.02 x €486.83 - €30,100.00) wara tliet (3) snin servizz sodisfaċenti fil-grad ta' Allied Health Professional fi Skala ta' Salarju 9.

Persuna fil-ħatra ta' Allied Health Professional li fil-kors tad-dmirijiet tagħha tikseb Postgraduate Master's f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, għandha titla' minnufih għal Skala ta' Salarju 8 bħala Senior Allied Health Professional.

2.5 Persuna fil-ħatra ta' Senior Allied Health Professional (Skala ta' Salarju 8) b'mill-inqas ħames (5) snin servizz sodisfaċenti fil-grad ta' Senior Allied Health Professional fi Skala ta' Salarju 8 u ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework (CAF) tiġi promossa għall-grad ta' Allied Health Practitioner fi Skala ta' Salarju 7 (€28,855.98 x €531.17 - €32,043.00) kemm mid-data tal-otteniment tas-snin tas-servizz stipulat kif ukoll it-tlestija b'suċċess tal-CAF.

Persuna fil-ħatra ta' Senior Allied Health Professional (Skala ta' Salarju 8) fil-pussess ta' Postgraduate Master's f'Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti) jew PhD f'Livell 8 tal-MQF rilevanti u rikonoxxuti, b'mill-inqas sentejn (2) servizz sodisfaċenti bħala Senior Allied Health Professional u ċertifikat ta' tlestija b'suċċess tal-Competency Programme

Terms and Conditions

2.1 This appointment is subject to a probationary period of One (1) Year.

2.2 The salary for the post of Allied Health Professional with Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent) is Salary Scale 10, which in the year 2024 is equivalent to €24,085.98 per annum, rising by annual increments of €407.67 up to a maximum of €26,532.00.

An Allied Health Professional who in addition to the requirement stipulated in paragraph 2.2, are also in possession of a relevant and recognised Postgraduate Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD at MQF Level 8, shall on entry be immediately appointed as Senior Allied Health Professional in Salary Scale 8 (€27,179.02 x €486.83 - €30,100).

2.3 An Allied Health Professional will progress to Salary Scale 9 (€25,589.02 x €447.33 - €28,273.00) on completion of two (2) years service in the grade, subject to satisfactory performance.

2.4 An Allied Health Professional will be promoted to the grade of Senior Allied Health Professional in Salary Scale 8 (€27,179.02 x €486.83 - €30,100.00) on completion of three (3) years satisfactory service in the grade of Allied Health Professional in Salary Scale 9.

An Allied Health Professional who in the course of his/her duties obtains a relevant and recognised Postgraduate Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD at MQF Level 8 shall immediately progress to Salary Scale 8 as Senior Allied Health Professional.

2.5 A Senior Allied Health Professional (Salary Scale 8), with at least five (5) years satisfactory service as Senior Allied Health Professional in Salary Scale 8 and certificate of successful completion of the Competency Programme and Evaluation Framework (CAF), shall be promoted to the grade of Allied Health Practitioner in Salary Scale 7 (€28,855.98 x €531.17 - €32,043.00) as from the date of satisfaction of both the stipulated years of service and the successful certification of the CAF.

A Senior Allied Health Professional (Salary Scale 8), in possession of a recognised and relevant Postgraduate Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent) or PhD at MQF Level 8 with at least two (2) years satisfactory service as Senior Allied Health Professional and certificate of successful completion of the Competency Programme and Evaluation

u Evaluation Framework (CAF), għandha tiġi promossa fil-grad ta' Allied Health Practitioner fi Skala ta' Salarju 7 (€28,855.98 x €531.17 - €32,043.00).

Fil-każ ta' uffiċjali li ma jkollhomx iċ-ċertifikat ta' tlestija b'suċċess tal-Competency Programme u Evaluation Framework mat-tlestija ta' sentejn (2) servizz sodisfaċenti fil-grad, għandhom jiġu promossi għal Allied Health Practitioner bil-kundizzjoni li jiksbu din iċ-ċertifikazzjoni fi żmien sena (1) mill-ħatra ta' Allied Health Practitioner fi Skala ta' Salarju 7. Uffiċjali li jonqsu milli jippreżentaw tali ċertifikazzjoni fil-qafas ta' żmien stipulat għandhom jerġgħu lura awtomatikament għal Senior Allied Health Professional fi Skala ta' Salarju 8.

2.6 Persuna maħtura tkun intitolata għal benefiċċji oħra tali, u suġġetta għal kundizzjonijiet u obbligi oħra tali li jkunu mniżżlin fi kwalunkwe ftehim rilevanti bejn il-Gvern u l-union kompetenti.

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Allied Health Professional (Dietetics) jinkludu li:

i. Jippjana, iwettaq u jevalwa servizz speċifiku tal-allied health;

ii. Jippreżenta dokumentazzjoni ċara, preċiża u fil-ħin;

iii. Jikkomunika, jaħdem id f'id effettivament ma' professjonisti oħra, individwi u gruppi ta' pazjenti, familji/carers u aġenziji oħra skont il-ħtieġa;

iv. Iżomm ruħu aġġornat fuq żviluppi u modi fil-prattika ta' professjoni speċifika tal-allied health permezz ta' studju tal-letteratura kurrenti jew billi jattendi korsijiet tal-iżvilupp professjonali kontinwu disponibbli u jaddatta prattiki ta' xogħol skont evidenza l-aktar riċenti;

v. Iwettaq kwalunkwe dmirijiet oħra li jkunu meħtieġ mill-Allied Health Professional responsabbli b'rispons għall-esiġenzi tas-servizz;

vi. Jaderixxi mal-politiki u l-proċeduri kollha kif applikabbli lill-entità/entitatjiet fejn l-Allied Health Professional ikun ġie allokat;

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

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

Aktar dettalji dwar id-dmirijiet marbuta ma' dan il-post jistgħu jinkisbu mid-Diviżjoni tal-People Management,

Framework (CAF), shall be promoted to the grade of Allied Health Practitioner in Salary Scale 7 (€28,855.98 x €531.17 - €32,043.00).

In the case of officers who are not in possession of the certificate of successful completion of the Competency Programme and Evaluation Framework on the completion of two (2) years satisfactory service in the grade, shall be promoted to Allied Health Practitioner on condition that s/he obtains this certification within one (1) year from appointment of Allied Health Practitioner in Salary Scale 7. Officers who fail to present such certification within the stipulated timeframe shall automatically revert to Senior Allied Health Professional in Salary Scale 8.

2.6 An appointee will be entitled to such other benefits and subject to such other conditions and obligations as may be stipulated in any pertinent agreement between the Government and the competent union.

Duties

3.1 The job duties for the post of Allied Health Professional (Dietetics) include:

i. Plans, delivers and evaluates specific allied health service;

ii. Presents clear, accurate and timely documentation;

iii. Communicates and liaises effectively with other professionals, individuals and groups of patients, family/carers and other agencies as required;

iv. Keeps up-to-date on developments and trends in the practice of the specific allied health profession by study of the current literature or by attending continuous professional development courses available and to adapt work practices according to the latest evidence;

v. Performs any other duties which may be required by the responsible Allied Health Professional in response to the exigencies of the service;

vi. Abides by all policies and procedures as applicable to the entity/entities that the Allied Health Professional is deployed to;

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

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

Further details of the job description of the post may be obtained from the People Management Division, Ministry

Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, li tista' jiġi kkuntattjat ukoll permezz ta' ittra elettronika lil (recruitment.health@gov.mt).

3.2 Persuna maħtura tista' tkun meħtieġa li twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-saħħa tal-Gvern ta' Malta skont id-diskrezzjoni tal-amministrazzjoni.

3.3. Persuna maħtura tista' tkun meħtieġa taħdem fuq bażi ta' xift li jinkludi xogħol billejl skont rosters stabbiliti fil-Ministeru għas-Saħħa u l-Anzjanità Attiva. Allied Health Professionals ingaġġati fuq bażi part-time ikunu meħtieġa li jaħdmu minimu ta' 20 siegħa fil-ġimgħa u allokati f'rosters u sezzjonijiet skont l-esiġenzi tas-servizz.

Rekwiżiti tal-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 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 lijoqogħdu 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-

for Health and Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, which may be contacted by email at (recruitment.health@gov.mt).

3.2 An appointee may be requested to perform duties in any of the health care services in the Government of Malta at the discretion of the management.

3.3 An appointee may be required to perform duties on a shift basis including night duties according to the established rosters in the Ministry for Health and Active Ageing. Allied Health Professionals engaged on part-time basis will be required to work on a minimum of 20 hours per week and deployed on a roster and section according to the exigencies of the service.

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the abovementioned 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

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 Identità skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

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

ii. ikunu profiċjenti fil-lingwa Maltija. Għaldaqstant, kandidati li mhumiex profiċenti fil-lingwa Maltija xorta se jiġu kkunsidrati imma għandhom jipprovdu evidenza ta' profiċjenza bażika fil-lingwa Maltija qabel il-konferma fil-ħatra li hi fi żmien sena mill-ingaġġ, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 tal-Università ta' Malta. Il-kors li uffiċjalment iwassal għal dan l-eżami huwa l-Course in Basic Medical Maltese for the Healthcare Profession Part 1 immexxi mid-Dipartiment tal-Malti tal-Università ta' Malta. Kwalunkwe ħlas relatat mal-kors jew assessjar tiegħu jridu jiġu mħallsa mill-kandidati prospettivi magħżula. Madankollu, tali spejjeż jistgħu jitħallsu lura permezz tal-Iskema tal-Iżvilupp Professjonali Kontinwu (CPD).

U (b) profiċjenti fil-lingwa Ingliża billi:

jipprovdu, sad-data tal-intervista, evidenza li l-kwalifika primarja fl-Allied Health Profession ġiet segwita bil-lingwa Ingliża;

JEW

jipprovdu, sad-data tal-intervista, ċertifikat validu tal-IELTS (International English Language Testing System) ta' band score medju ta' 6 jew ogħla f'dominji ta' komprensjoni, qari, kitba u lingwa mitkellma. Kwalifika ċċertifikata ekwivalenti għal IELTS Livell 6 (ta' band score medju ta' 6) eż. GCSE/Cambridge Grad Ċ, TOEFL (IBT): 60-80, CEFR: B2 ikunu aċċettati;

JEW

jipprovdu dokumentazzjoni li turi tal-inqas sitt (6) xhur esperjenza ta' xogħol iċċertifikata full-time bħala Allied Health Professional irreġistrata fir-Renju Unit jew fl-Irlanda jew kwalunkwe pajjiż ieħor li jitkellmu l-Ingliż fejn l-Ingliż huwa l-lingwa primarja u/jew uffiċjali.

U

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 Identità 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 Language. However, candidates who do not possess proficiency in the Maltese language will still be considered but have to provide evidence of basic proficient in the Maltese language before confirmation of appointment, which is within one (1) year of engagement by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 of the University of Malta. The course officially leading to this examination is the course in Basic Medical Maltese for the Healthcare Profession Part 1 run by the Department of Maltese of the University of Malta. Any related course and assessment fees are to be paid by prospective selected candidates. However, such expenses may be claimed through the Continuous Professional Duties Eligibility Requirements Development Scheme (CPD).

AND (b) be proficient in the English language by:

providing proof, by the interview date, that the primary Allied Health Professional qualification was undertaken in the English language;

OR

providing, by the interview date, a valid certificate of IELTS (International English Language Testing System) or average band score of 6 or above in the listening, reading, writing and speaking domains. A certified equivalent qualification to IELTS (overall band score 6) e.g. GCSE/Cambridge: Grade C, TOEFL (IBT): 60 - 80, CEFR: B2 will also be accepted;

OR

by providing documentation showing at least six (6) month full-time equivalent certified work experience as registered Allied Health Professional in the United Kingdom, Ireland, or any other English-speaking country where English if the primary and/or the official language.

AND

iii. fil-pussess ta' kwalifika rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fid-Dietetics jew kwalifika ekwivalenti, rikonoxxuta, kumparabbli U jkunu f'pussess ta' ċertifikat tar-reġistrazzjoni fid-Dietetics mal-Kunsill ta' Professjonisti Kumplimentari għall-Mediċina f'Malta.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, kif applikabbli hija aċċettata biss suġġett għal dikjarazzjoni ta' rikonoxximent formali 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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) 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, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(ii) Kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

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.

iii. in possession of a recognised qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in Dietetics or an equivalent, recognised comparable qualification AND in posession of a certificate of registration in Dietetics by the Council for Professions Complimentary to Medicine in Malta.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 4.1 or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

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

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.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/ pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (https://recruitment.gov.mt).

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

Proċeduri tal-Għażla

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

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

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

4.5 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

Submission of Supporting Documents

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

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

Selection Procedures

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

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

Submission of Applications

7.1 Applications are to be submitted, for the attention of the People Management Division, Ministry for Health and Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt).

recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta li tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 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 tad-Diviżjoni huma (https://sahha.gov.mt) u (recruitment.health@gov.mt).

Il-31 ta' Mejju, 2024

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 Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the People Management Division, Ministry for Health and Active Ageing, 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 (http://health.gov.mt) and (recruitment.health@gov.mt)

31st May, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

Post ta' Konsulent Anestetista b'interess speċjali fil-Mediċina għall-Kura Intensiva fid-Dipartiment tal-Anestesija, Kura Intensiva u Ġestjoni tal-Uġigħ, fl-Isptar Mater Dei, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva

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

1. Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa u l-Anzjanità Attiva, tilqa' applikazzjonijiet għall-post ta' Konsulent Anestetista b'interess speċjali fil-Mediċina għall-Kura Intensiva fid-Dipartiment tal-Anestesija, Kura Intensiva u Ġestjoni tal-Uġigħ, fl-Isptar Mater Dei, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Konsultent huwa ta' Skala ta' Salarju 4, li fis-sena 2024 huwa €40,145.00 fis-sena.

2.3 Persuna fil-ħatra ta' Konsulent tirrapporta direttament liċ-Chairperson Kliniku tad-Dipartiment tal-Anestesija, Kura Intensiva u Ġestjoni tal-Uġigħ.

2.4 Persuna li tiġi maħtura tkun tista' tagħżel li taħdem fuq bażi ta' Kuntratt A jew Kuntratt B.

2.5 Persuna maħtura tkun intitolata għal tali benefiċċji oħra, u suġġetta għal tali kundizzjonijiet u obbligi oħra li jkunu mniżżlin fi kwalunkwe ftehim rilevanti bejn il-Gvern u l-union kompetenti.

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Konsulent Anestetista b'interess speċjali fil-Mediċina għall-Kura Intensiva jinkludu li:

i. Ikun parti mid-Dipartiment tal-Anestesija, Kura Intensiva u Ġestjoni tal-Uġigħ u jkun direttament responsabbli lejn iċ-Chairperson Kliniku tad-Dipartiment u jipprovdi l-kura klinika kollha fil-kompetenza tal-ispeċjalità tal-Anestesija u Mediċina għall-Kura Intensiva skont l-istandards ta' kwalità tal-professjoni;

ii. Jieħu sehem fl-attivitajiet tad-Dipartiment tal-Anestesija, Kura Intensiva u Ġestjoni tal-Uġigħ, jipparteċipa fit-tagħlim u programmi ta' riċerka, jattendi regolarment għal laqgħat kliniċi u jieħu sehem fl-assigurazzjoni tal-kwalità, governanza u l-proċessi tal-awditjar;

MINISTRY FOR HEALTH AND ACTIVE AGEING

Post of Consultant Anaesthetist with special interest in Intensive Care Medicine in the Department of Anaesthesia, Intensive Care and Pain Management at Mater Dei Hospital in the Ministry for Health and Active Ageing

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management), Ministry for Health and Active Ageing, invites applications for the post of Consultant Anaesthetist with special interest in Intensive Care Medicine in the Department of Anaesthesia, Intensive Care and Pain Management at Mater Dei Hospital, in the Ministry for Health and Active Ageing

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 Consultant is Salary Scale 4, which in the year 2024 is equivalent to €40,145.00 per annum.

2.3 The Consultant shall report to the Clinical Chairperson, Department of Anaesthesia, Intensive Care and Pain Management.

2.4 The appointee will be able to choose to work on a Contract A or B basis.

2.5 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.

Duties

3.1 The job duties for the post of Consultant Anaesthetist with special interest in Intensive Care Medicine include:

i. Forms part of the Department of Anaesthesia, Intensive Care and Pain Management and will be directly responsible to the Clinical Chairperson of the Department and provides all clinical care within the specialty of Anaesthesia and Intensive Care Medicine in accordance with quality standards of the profession;

ii. Takes part in the activities of the Department of Anaesthesia, Intensive Care and Pain Management, participate in its teaching and research programmes, attends regularly at clinical meetings and partakes in the process of quality assurance, governance and audit;

iii. Jingħaqad mat-tim kurrenti tal-Konsulenti Anestetisti għal-sessjonijiet regolari fil-Kura Intensiva u jipparteċipa wkoll fir-roster tal-għassa tal-Konsulent fit-Taqsima tal-Kura Intensiva;

iv. Jipprovdi servizzi speċjalizzati fi sptarijiet oħra u/jew ċentri tas-saħħa skont programmi approvati u jista' ukoll ikun meħtieġ jipprovdi servizz fi kwalunkwe estensjoni futura tas-servizzi tas-saħħa kif provdut taħt skema Nazzjonali Komprensiva tas-Saħħa u tista' tinkludi sessjonijiet fl-Isptar Ġenerali ta' Għawdex;

v. Iżomm ruħu aġġornat mal-iżviluppi kurrenti fil-qasam tal-Anestetika u Kura Intensiva u jipparteċipa f'laqgħat ta' wara l-gradwazzjoni kemm lokalment u kif ukoll barra minn Malta u jkun meħtieġ li jinvolvi ruħu fit-tagħlim kontinwu ta' kollegi kliniċi fil-livelli kollha fir-rigward tal-użu xieraq tal-faċilitajiet rilevanti;

vi. Jipparteċipa fil-ħidma tad-Dipartiment hekk kif assenjat miċ-Chairperson Kliniku tad-Dipartiment tal-Anestesija, Kura Intensiva u Ġestjoni tal-Uġigħ;

vii. Jinvolvi ruħu fis-superviżjoni ta' junior staff, flimkien ma' kwalunkwe esperti oħra lokali jew barrani li jżuru id-Dipartiment, u jiżgura l-implimentazzjoni ta' programm kontinwu ta' taħriġ u edukazzjoni fir-rigward tagħhom;

viii. Jaċċetta r-responsabbiltà u jipparteċipa f'attivitajiet li joħorġu mis-sħubija jew l-affiljazzjoni ma' networks tal-UE u Internazzjonali tal-Ministeru għas-Saħħa u l-Anzjanità Attiva u l-Isptar Mater Dei bħan-Networks Ewropej ta' Referenza kif applikabbli għall-Anestestika u Kura Intensiva;

ix. Jinvolvi ruħu b'mod attiv fl-akkwist ta' oġġetti meħtieġa għall-prattika tiegħu inkluż tfassil ta' speċifikazzjonijiet u jkun parti mill-proċessi ta' aġġudikazzjoni u jipparteċipa fi proġetti li jkunu fis-seħħ;

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

xi. Kull dmir ieħor kif indikat mis-Segretarju Permanenti Ewlieni.

Aktar dettalji dwar id-dmirijiet marbuta ma' dan il-post jistgħu jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, li jista' jiġi kkuntattjat ukoll permezz ta' ittra elettronika lil (recruitment.health@gov.mt).

3.2 Persuna appuntata tista' tkun rikjesta twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-saħħa f'Malta u fl-Isptar Ġenerali ta' Għawdex skont id-diskrezzjoni tal-amministrazzjoni.

iii. Joins the current team of Consultant Anaesthetists with regular sessions in Intensive Care and participates in the Intensive Therapy Unit Consultant on-call roster;

iv. Provides specialised services in other hospitals and/or health centres in accordance with approved programmes and may also be required to provide service in any future extension of health services as provided under comprehensive National Health Scheme and this may include sessions at Gozo General Hospital;

v. Keeps abreast with the current developments in the field of Anaesthetics and Intensive Care and participates in postgraduate meetings locally and abroad and he/she will be required to involve themselves in the on-going education of clinical colleagues at all levels with regard to the appropriate use of relevant facilities;

vi. Participates in the work of the Department as assigned by the Clinical Chairperson of the Department of Anaesthesia, Intensive Care and Pain Management;

vii. Gets involved in the supervision of junior staff, together with any other local or foreign visiting personnel in the Department, and ensures the implementation of a continuous training and education programme in their respect;

viii. Accepts responsibility and participates in activities arising from the membership or affiliation with EU and International networks of the Ministry for Health and Active Ageing and Mater Dei Hospital such as the European Reference Networks as applicable to Anaesthetics and Intensive Care;

ix. Be actively involved in the procurement of items required for his/her practice including the drafting of specifications and being part of the adjudication process and participates in any ongoing projects;

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

xi. Undertakes any other duties as directed by the Principal Permanent Secretary.

Further details of the job description for the post may be obtained from the People Management Division, Ministry for Health and Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, which may also be contacted by email to (recruitment.health@gov.mt).

3.2 An appointee may be required to perform duties in any of the health care services in Malta and Gozo General Hospital at the discretion of the 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 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 Identità 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. profiċjenti fil-lingwa Maltija u l-lingwa Ingliża.

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 abovementioned 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 Identita` 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. proficient in the Maltese and English languages.

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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le.. 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

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

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

i. ikollhom isimihom imniżżel fir-Reġistru għall-Ispeċjalisti tal-Anestetika u Kura Intensiva miżmum mill-Kunsill Mediku ta' Malta; jew

i. listed in the Specialist Register of Anaesthetics and Intensive Care kept by the Medical Council of Malta; or

ii. ikunu approvati li isimhom jitniżżel fir-Reġistru għall-Ispeċjalisti tal-Anestetika u Kura Intensiva miżmum mill-Kunsill Mediku ta' Malta; jew

ii. approved for inclusion in the Specialist Register of Anaesthetics and Intensive Care kept by the Medical Council of Malta; or

iii. a. ikollhom Ċertifikat ta' Tlestija ta' Taħriġ Speċjalizzat (CCST) maħruġ mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta għall-professjoni rilevanti, li juri li l-applikant lesta tali taħriġ speċjalizzat li jista' jintalab għall-Anestetika u Kura Intensiva; jew

iii. a. in possession of a certificate of completion of Specialist Training (CCST) issued by the Specialist Accreditation Committee of Malta for the relevant profession, which shows that the applicant has completed such specialist training as may be prescribed for Anaesthetics and Intensive Care; or

b. ikollhom kwalifika ta' speċjalist ekwivalenti għas-CCST fl-Anestetika u Kura Intensiva, li tkun maħruġa mill-awtorità kompetenti ta' stat membru ieħor tal-Unjoni Ewropea, kif indikat f'parti 1b tat-Tieni Skeda tal-Att dwar il-Professjonijiet tas-Saħħa ta' Malta; jew

b. in possession of a specialist qualification equivalent to the CCST for Anaesthetics and Intensive Care, which is issued by the competent authority in another EU Member State, as listed in Part 1b of the Second Schedule of the Health Care Professions Act of Malta; or

c. ikollhom kwalunkwe kwalifika oħra ta' speċjalist dment li ma' din tinhemeż dikjarazzjoni formali ta' rikonoxximent mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta, li tiddikjara li l-kwalifiki/esperjenza huma suffiċjenti sabiex tabib ikun irreġistrat mal-Kunsill Mediku ta' Malta bħala Speċjalist fl-Anestetika u Kura Intensiva.

c. in possession of any other specialist qualification provided that this must be accompanied by a formal recognition statement by the Specialist Accreditation Committee of Malta, stating that the qualifications/ experience are sufficient for a doctor to be registered with the Medical Council of Malta as a specialist in Anaesthetics and Intensive Care.

4.3 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom aktar minn hekk ikollhom sentejn (2) esperjenza full-time bħala Speċjalist fl-Anestetika u Kura Intensiva. Qed ikun hawnhekk ikkjarifikat li l-esperjenza bħala Speċjalist titqies li ma tibdiex qabel id-data tar-Reġistrazzjoni fir-Reġistru għall-Ispeċjalisti miżmum mill-Kunsill Mediku ta' Malta, jew reġistrazzjoni ekwivalenti maħruġa mill-awtorità kompetenti fi Stat Membru ieħor tal-Unjoni Ewropea. Qed ikun ikkjarifikat ukoll li l-esperjenza mwettqa fuq bażi part-time jew fi kwalunkwe każ fuq bażi ta' inqas minn erbgħin (40) siegħa fil-gimgħa, tkun rikonoxxuta fuq bażi prorata.

4.3 By the closing time and date of this call for applications, applicants must furthermore have two (2) years full- time experience as a Specialist in Anaesthetics and Intensive Care. It is hereby being clarified that specialist experience will be deemed not to commence prior to the date of registration in the Specialist Register kept by the Medical Council of Malta, or equivalent registration issued by the competent authority in another EU Member State. It is furthermore being clarified that experience carried out on a part-time basis, or in any case on a basis of less than forty (40) hours per week, is reckoned on a pro-rata basis.

4.4 Persuna magħżula li tkun eliġibbli taħt paragrafu 4.2 (iii) (b) u paragrafu 4.2 (iii) (c) hawn fuq trid tkun imniżżla

4.4 The successful candidate eligible under paragraph 4.2 (iii) (b) and paragraph 4.2 (iii) (c) above must be listed in

fir-Reġistru għall-Ispeċjalisti miżmum mill-Kunsill Mediku ta' Malta u trid tkun ukoll irreġistrata bis-sħiħ mal-Kunsill Mediku ta' Malta qabel il-ħatra.

4.5 Kandidati li japplikaw skont it-termini ta' paragrafu 4.2 (iii) (b) jew paragrafu 4.2 (iii) (c) hawn fuq iridu jiksbu ittra ta' rikonoxximent mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta li tikkonferma li l-kwalifiki tagħhom jistgħu jiġu kkunsidrati bħala ekwivalenti għaċ-Ċertifikat ta' Tlestija ta' Taħriġ Speċjalizzat maħruġ mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta. F'każ ta' diffikultà għandu jintalab il-parir tal-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta.

Sabiex tiġi ffaċilitata r-referenza, is-sit elettroniku tal-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta jista' jiġi kkonsultat minn (https://healthservices.gov.mt/en/regcounc/msac/Pages/msac.aspx).

4.6 Kandidati li japplikaw skont it-termini ta' paragrafu 4.2 (iii) (b) jew paragrafu 4.2 (iii) (c), u li jkunu meħtieġa jippreżentaw dikjarazzjoni mill-Kumitat għall-Akkreditazzjoni ta' Speċjalist kif mitlub fil-paragrafu 4.5 għandhom jinkludu kopja ta' din id-dikjarazzjoni mal-applikazzjoni u jippreżentaw l-oriġinali waqt l-intervista. Kandidati li mhumiex fil-pussess ta' din id-dikjarazzjoni xorta jistgħu japplikaw, basta jissottomettu kopja ta' din id-dikjarazzjoni hekk kif tkun għad-dispożizzjoni tagħhom u fi kwalunkwe ċirkustanza mhux aktar tard mid-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet. Applikanti li ma jippreżentawx id-dikjarazzjoni meħtieġa fi żmien xahar għal raġunijiet lil hinn mill-kontroll tagħhom jistgħu jitolbu estenjoni ta' dan il-limitu ta' żmien b'xahar ieħor mill-Kap tad-Dipartiment fejn qed jintlaqgħu l-applikazzjonijiet, u jindikaw b'mod ċar ir-raġunijiet għad-dewmien. Talbiet għal estensjonijiet lil hinn minn dan il-perjodu għandhom jiġu sottomessi għall-kunsiderazzjoni tal-Kummissjoni dwar is-Servizz Pubbliku.

4.7 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.

4.8 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament

the Specialist Register kept by the Medical Council of Malta and must also be fully registered with the Medical Council of Malta before appointment.

4.5 Candidates applying in terms of paragraph 4.2 (iii) (b) or paragraph 4.2 (iii) (c) above must obtain a recognition statement from the Specialist Accreditation Committee of Malta confirming that their qualifications may be considered as an equivalent to the certificate of completion of Specialist Training (CCST) issued by the Specialist Accreditation Committee of Malta. In case of any difficulty, the advice of the Specialist Accreditation Committee of Malta is to be sought.

For ease of reference, the website of the Specialist Accreditation Committee of Malta may be consulted at (https://healthservices.gov.mt/en/regcounc/msac/Pages/msac.aspx).

4.6 Candidates applying in terms of paragraph 4.2 (iii) (b) or paragraph 4.2 (iii) (c) and who are required to present a statement by the Specialist Accreditation Committee as specified in paragraph 4.5 should include a copy of that statement with their application and present the original at the interview. Candidates not in possession of the required statement may still apply, provided that they submit a copy of the statement as soon as it is available and in any case, by not later than the closing date of this call for applications. Applicants who fail to present the required statement within the one-month period for reasons beyond their control may request an extension of this time limit, up to a further one month, from the Head of Department receiving the applications, indicating clearly the reasons for the delay. Requests for an extension beyond this period are to be submitted for the consideration of the Public Service Commission.

4.7 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 the calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.8 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

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.

4.9 Tkun meħtieġa kwalifika medika formali ta 'wara l-gradwazzjoni fil-mediċina tal-kura intensiva eż. European Diploma in Intensive Care Medicine (EDIC) jew ekwivalenti. Ħiliet u esperjenza speċjalizzata fil-Mediċina għall-Kura Intensiva jiġu evalwati abbażi tal-portafoll tal-esperjenza tax-xogħol tal-applikant. Evidenza formali ta' taħriġ u kwalifiki elenkati fil-portafoll iridu jiġu ppreżentati mal-applikazzjoni.

4.10 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 4.10, 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

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.

4.9 Formal postgraduate medical qualification in intensive care medicine is required e.g. European Diploma in Intensive Care Medicine (EDIC) or equivalent. Specialist skills and experience in Intensive Care Medicine, will be evaluated on the basis of the applicant's portfolio of work experience. Formal evidence of training and qualifications listed in the portfolio are to be presented upon application.

4.10 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

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 4.10, 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 and

għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq Merkanti, Belt Valletta VLT 1171. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Active Ageing, 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 Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the People Management Division, Ministry for Health and Active Ageing, 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.

Is-sit elettroniku tal-Ministeru għas-Saħħa u l-Anzjanità Attiva huwa (https://sahha.gov.mt), in-numru tal-fax huwa +356 2299 2604, u l-indirizz elettroniku huwa (recruitment.health@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

Post ta' Resident Specialist (Oftalmoloġija) fid-Dipartiment tal-Oftalmoloġija fl-Isptar Mater Dei, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva

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

1. Id-Direttur Ġenerali (People Management) Ministeru għas-Saħħa u l-Anzjanità Attiva, tilqa' applikazzjonijiet għall-post ta' Resident Specialist (Oftalmoloġija) fid-Dipartiment tal-Oftalmoloġija, fl-Isptar Mater Dei, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Resident Specialist (Oftalmoloġija) huwa ta' Skala ta' Salarju 5, li fis-sena 2024 huwa ta' €32,533.98 fis-sena, li jiżdied b'€640.67 fis-sena sa massimu ta' €36,378.00.

2.3 Qed jiġi nnutat li s-salarju għall-post ta' Resident Specialist hu supplimentat b'allowances hekk kif speċifikat bil-ftehim settorali fis-seħħ iffirmat bejn il-Gvern ta' Malta u l-Assoċjazzjoni Medika ta' Malta (MAM).

2.4 Persuna maħtura fil-grad ta' Resident Specialist tkun tista' tagħżel li taħdem fuq bażi ta' Kuntratt A jew Kuntratt B.

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Resident Specialist (Oftalmoloġija) jinkludu li:

i. Ikun parti mit-tim fi ħdan id-Dipartiment tal-Oftalmologija u jirrispondi liċ-Chairperson Kliniku tad-Dipartiment;

ii. Jipparteċipa fil-provvediment ta' kuljum tal-kura oftalmika ta' rutina u ta' emerġenza kemm għall-outpatients kif ukoll għall-inpatients kemm fl-Isptar Mater Dei, kif ukoll fi kliniki jew listi ta'operazzjonijiet oħra barra mill-Isptar Mater Dei.

The website address of the Ministry for Health and Active Ageing is (https://health.gov.mt), the fax number is +356 2299 2604, and the email address is (recruitment.health@gov.mt).

31st May, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

Post of Resident Specialist (Ophthalmology) in the Department of Ophthalmology, at Mater Dei Hospital in the Ministry for Health and Active Ageing

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management) Ministry for Health and Active Ageing, invites applications for the post of Resident Specialist (Ophthalmology) in the Department of Ophthalmology at Mater Dei Hospital in the Ministry for Health and Active Ageing.

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 Resident Specialist (Ophthalmology) is Salary Scale 5, which in the year 2024 is equivalent to, €32,533.98 per annum, rising by annual increments of €640.67 up to a maximum of €36,378.00.

2.3 It is being noted that the salary for the post of Resident Specialist is supplemented by allowances as specified by the sectoral agreement in force signed between the Government of Malta and the Medical Association of Malta (MAM).

2.4 The appointee will be able to choose to work on a Contract A or Contract B basis.

Duties

3.1 The job duties for the post of Resident Specialist (Ophthalmology) include:

i. Forms part of the team within the Department of Ophthalmology and will be accountable to the Clinical Chairperson of the Department;

ii. Participates in the day to day provision of routine and emergency ophthalmic care both for outpatients as well as for inpatients; both at MDH and any other clinics or theatres outside of MDH;

iii. Iwettaq dmirijiet kliniċi, li jistgħu jinkludu dmirijiet ta' billejl skont rosters stabbiliti fid-Dipartiment tal-Oftalmologija skont il-ħtieġa;

iv. jaħdem mill-qrib ma' kollegi li jkunu xogħol immedjatament qablu jew warajh biex jassigura komunikazzjoni xierqa u kontinwità tal-kura tal-pazjent u jkun meħtieġ jaħdem mill-qrib ma' impjegati ta' dipartimenti oħra biex jassigura li l-informazzjoni meħtieġa fuq il-kura tal-pazjent u l-investigazzjonijiet meħtieġa jkunu mifhuma sewwa;

v. Jissorvelja staff mediku ieħor taħt ir-responsabbiltà tiegħu u jagħmilha flok il-konsulenti skont il-ħtieġa;

vi. Iwettaq dmirijiet ta' on-call residenzjali skont roster imfassal għall-ħtiġiet tad-Dipartiment u jieħu deċiżjonijiet meħtieġa dwar l-immaniġġjar ta' pazjenti u jirreferi għall-Konsulent on-call għall-parir kif meħtieġ u meta jkun xieraq;

vii. Ikopri l-kollegi l-oħra f'emerġenza jew meta dawn ikunu bil-vaganza jew xi leave ieħor;

viii. Jipparteċipa fi kwalunkwe programm ta' tagħlim jew taħriġ għall-undergraduates jew postgraduates, skont il-ħtieġa, u jinvolvi ruħu fi programmi kontinwi ta' riċerka u kwalunkwe attivitajiet oħra organiżżati mid-dipartiment;

ix. Jistabbilixxi mekkaniżmi xierqa biex jiżgura l-kwalità tas-servizz u verifika medika;

x. Ikun obbligat jipparteċipa f'laqgħat u verifiki multidixxiplinarji, kif ukoll ikun suġġett għall-skrutinju kull sena;

xi. Jinvolvi ruħu b'mod attiv fl-akkwist ta' oġġetti meħtiega għall prattika tiegħu inkluż tfassil ta' speċifikazzjonijiet u jkun parti mill-proċessi ta' aġġudikazzjoni u jipparteċipa fi proġetti li għaddejjien;

xii. Jaċċetta r-responsabbiltà u jipparteċipa f'attivitajiet li jirriżultaw minn sħubija jew affiljazzjoni ma' l-UE u networks internazzjonali tal-Ministeru għas-Saħħa u l-Anzjanità Attiva u l-Isptar Mater Dei bħal European Reference Networks (hekk kif applikabbli għall-ispeċjalizzazzjoni medika tiegħek).

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

xiv. Iwettaq kull dmir ieħor kif ordant mis-Segretarju Permanenti Ewlieni.

3.2 Persuna appuntata tista' tkun rikjesta twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-saħħa f'Malta u fl-Isptar Ġenerali ta' Ghawdex skont id-diskrezzjoni tal-amministrazzjoni.

iii. Performs clinical duties, which may include night duties according to established rosters within the Department of Ophthalmology, as may be required;

iv. Liaises with colleagues who are on duty immediately before or after himself/herself to ensure adequate communication and continuity of patient care and will be required to work closely with staff from other departments to ensure that necessary information on patient care and investigations required are fully understood;

v. Supervises other medical staff under his/her charge and deputises for Consultants as necessary;

vi. Performs residential on-call duties according to a roster tailored to the needs of the department and take the necessary decisions concerning the management of patients and will refer to the Consultant on-call for advice as necessary and when appropriate;

vii. Provides cover for other colleagues in an emergency or when on vacation or other leave;

viii. Participates in any teaching or training programme for undergraduates or postgradutes, as required, and involve himself/herself in on-going research programmes and any other activities organised by the department;

ix. Establishes appropriate mechanisms to ensure quality of service and medical audit;

x. Will be obliged to participate in multidisciplinary meetings as well as audits and be subject to appraisal every year;

xi. Be actively involved in the procurement of items required for his/her practice including the writing up of specifications and be part of the adjudication process and participates in any ongoing projects;

xii. Accepts responsibility and participates in activities arising from the membership or affiliation with EU and international networks of the Ministry for Health and Active Ageing and Mater Dei Hospital such as the European Reference Networks (as applicable to your medical specialisation).

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.

3.2 An appointee may be required to perform duties in any of the health care services in Malta and Gozo General Hospital at the discretion of the 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 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 Identità 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 bil-lingwa Ingliża.

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 abovementioned 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 Identità 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.

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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

4.2 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet l-applikanti għandhom ukoll aktar minn hekk:

4.2 By closing time and date of this call for applications, applicants must furthermore be:

(i) ikollhom isimhom imniżżel fir-Reġistru għall-Ispeċjalisti tal-Oftalmoloġija miżmum mill-Kunsill Mediku ta' Malta; jew

(i) listed in the Specialist Register of Ophthalmology kept by the Medical Council of Malta; or

(ii) ikunu approvati li isimhom jitniżżel fir-Reġistru għall-Ispeċjalisti tal-Oftalmoloġija miżmum mill-Kunsill ta' Malta; jew

(ii) approved for inclusion in the Specialist Register of Ophthalmology kept by the Medical Council of Malta; or

(iii) (a) ikollhom Ċertifikat ta' Tlestija ta' Taħriġ ta' Speċjalist (CCST) maħruġ mill-Kumitat għall-Akkreditazzjoni ta' Speċjalist (SAC) ta' Malta li juri li l-applikant temm tali taħriġ speċjalizzat li jista' ikun mitlub għall-Oftalmoloġija; jew

(iii) (a) in possession of the certificate of completion of Specialist Training (CCST) issued by the Specialist Accreditation Committee (SAC) of Malta for Ophthalmology, which shows that the applicant has completed such specialist training as may be prescribed for Ophthalmology; or

(b) ikollhom kwalifika ta' speċjalist ekwivalenti għas-CCST għall-Oftalmoloġija li tkun maħruġa mill-awtorità kompetenti fi Stat Membru ieħor tal-Unioni Ewropea, kif imniżżel f'Parti 1b tat-Tieni Skeda tal-Att dwar il-Professjonijiet tas-Saħħa ta' Malta; jew

(b) in possession of a specialist qualification equivalent to the CCST for Ophthalmology, which is issued by the competent authority in another EU Member State, as listed in Part 1b of the Second Schedule of the Health Care Professions Act of Malta; or

(c) ikollhom kwalunkwe kwalifika oħra ta' speċjalist dment li ma' din tinhemeż dikjarazzjoni formali ta' rikonoxximent mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta, li tiddikjara li l-kwalifika/esperjenza huma suffiċjenti sabiex tabib ikun reġistrat mal-Kunsill Mediku ta' Malta bħala Speċjalist fl-Oftalmoloġija.

(c) in possession of any other specialist qualification provided that this must be accompanied by a formal recognition statement by the Specialist Accreditation Committee of Malta, stating that the qualifications/ experience are sufficient for a doctor to be registered with the Medical Council of Malta as a specialist in Ophthalmology.

4.3 L-applikant magħżul li jkun eliġibbli taħt paragrafu 4.2 (iii) (b) u paragrafu 4.2 (iii) (c) hawn fuq irid ikun imniżżel fir-Reġistru għall-Ispeċjalisti miżmum mill-Kunsill Mediku ta' Malta u jrid ikun ukoll irreġistrat bi sħiħ mal-Kunsill Mediku ta' Malta qabel il-ħatra.

4.3 The successful candidate eligible under paragraph 4.2(iii) (b) and paragraph 4.2(iii) (c) above, must be listed in the Specialist Register kept by the Medical Council of Malta and must also be fully registered with the Medical Council of Malta before appointment.

4.4 Kandidati li japplikaw skont it-termini ta' paragrafu 4.2(iii) (b) jew paragrafu 4.2 (iii) (c) hawn fuq iridu jiksbu dikjarazzjoni ta' rikonoxximent mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta li tikkonferma li l-kwalifiki tagħhom jistgħu jiġu kkunsidrati bħala ekwivalenti għaċ-Ċertifikat ta' Tlestija Speċjalizzata (CCST) maħruġ mill-Kumitat għall-Akkreditazzjoni Speċjalisti ta' Malta. F'każ ta' kwalunkwe diffikultà, il-parir tal-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta għandu jkun mitlub.

4.4 Candidates applying in terms of paragraph 4.2(iii) (b) or paragraph 4.2 (iii) (c) above, must obtain a recognition statement for the Specialist Accreditation Committee of Malta confirming that their qualifications may be considered as an equivalent to the certificate of completion of Specialist Training (CCST) issued by the Specialist Accreditation Committee of Malta. In case of any difficulty, the advice of the Specialist Accreditation Committee of Malta is to be sought.

Sabiex tiġi ffaċilitata r-referenza, is-sit elettroniku tal-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta jista' jiġi kkonsultat fuq (https://healthservices.gov.mt/en/regcounc/msac/Pages/msac.aspx).

4.5 Kandidati li japplikaw skont it-termini ta' paragrafu 4.2 (iii) (b) jew paragrafu 4.2 (iii) (c) u li jkunu meħtieġa jippreżentaw dikjarazzjoni mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti kif speċifikat fil-paragrafu 4.4 għandhom jinkludu kopja ta' din id-dikjarazzjoni mal-applikazzjoni tagħhom u jippreżentaw l-oriġinali waqt l-intervista. Kandidati mhux fil-pussess tad-dikjarazzjoni meħtieġa xorta jistgħu japplikaw, basta jissottomettu kopja tad-dikjarazzjoni hekk kif din tkun għad-dispożizzjoni tagħhom u fi kwalunkwe każmhux aktar tard mid-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet. Applikanti li jonqsu milli jippreżentaw id-dikjarazzjoni meħtieġa fi żmien xahar għal raġunijiet lil hinn mill-kontroll tagħhom, jistgħu jitolbu għal estensjoni ta' dan il-limitu ta' żmien b›xahar ieħor mill-Kap tad-Dipartiment fejn qed jintlaqgħu l-applikazzjonijiet, u jindikaw b'mod ċar ir-raġunijiet għad-dewmien. Talbiet għal estensjonijiet lil hinn minn dan il-perjodu għandhom jiġu sottomessi għall-kunsiderazzjoni tal-Kummissjoni dwar is-Servizz Pubbliku.

4.6. 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.

4.7 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.

For ease of reference, the website of the Specialist Accreditation Committee of Malta may be consulted at (https://healthservices.gov.mt/en/regcounc/msac/Pages/msac.aspx).

4.5 Candidates applying in terms of paragraph 4.2(iii) (b) or paragraph 4.2 (iii) (c) and who are required to present a statement by the Specialist Accreditation Committee as specified in paragraph 4.4 should include a copy of the statement with their application and present the original at the interview. Candidates not in possession of the required statement may still apply, provided that they submit a copy of the statement as soon as it is available and, in any case by not later than the closing date of this call for applications. Applicants who fail to present the required statement within the one-month period for reasons beyond their control may request an extension of the time limit up to a further one month, form the Head of Department receiving the applications, indicating clearly the reasons for the delay. Requests for an extension beyond this period are to be submitted for the consideration of the Public Service Commission.

4.6 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.

4.7 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

4.8 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 4.8, 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 u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn 17 ta' Ġunju, 2024. 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 mument biex jissottemettu l-applikazzjoni tagħhom.

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

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

4.8 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

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 4.8, 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 and Active Ageing, 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 Time) of Monday, 17th June, 2024. 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 moment for submission of their application.

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

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

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

Dispożizzjonijiet Ġenerali Oħra

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva,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, in-numru tal-fax u l-indirizz elettroniku tad-Diviżjoni huma (https://sahha.gov.mt), + 356 2299 2609, u (recruitment.health@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

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

Ingaġġ mill-Ġdid ta' Uffiċjali Pubbliċi Konsulenti Oftalmoloġisti li huma Irtirati/li se Jirtiraw fi ħdan il-Professjonisti tal-Kura tas-Saħħa fl-Oftalmoloġija u Ingaġġ minn barra, ta' Konsulenti Oftalmoloġisti Irtirati/jew li se Jirtiraw jew individwi li se Jirtiraw/Irtirati li qatt ma kienu Uffiċjali Pubbliċi biex iwettqu servizz ta' Optometrija fiċ-Centri tas-Saħħa fil-Ministeru għas-Saħħa u l-Anzjanità Attiva

1. Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa u l-Anzjanità Attiva, tilqa' applikazzjonijiet għall-post speċifikat hawn fuq, mingħand Professjonisti

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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the People Management Division, Ministry for Health and Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171. These general provisions are to be regarded as an integral part of this call for applications.

The website address, fax number and email address of the receiving Division are (https://sahha.gov.mt), +356 2299 2609, and (recruitment.health@gov.mt).

31st May, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

Nomenclatures denoting the male gender also include the female gender.

Re-Engagement of Retired/Retiring Public Officer Consultant Ophthalmologists within the Health Care Professionals in Ophthalmology and Engagement of Retired/Retiring External Recruit Consultant Ophthalmologists or Retired/Retiring individuals not having previously been Public Officers to deliver Optometry Service in Health Centres within the Ministry for Health and Active Ageing

1. The Director General (People Management), Ministry for Health and Active Ageing, invites applications for the post specified above from suitably qualified and experienced

tal-Kura tas-Saħħa speċjalizzati u bl-esperjenza xierqa fl-Oftalmoloġija li laħqu l-età tal-irtirar (mhux aktar minn 70 sena) jew li mistennija jilħqu l-età tal-irtirar sal-31 ta' Diċembru, 2024, u li kienu jew uffiċjali pubbliċi jew irtirati/li se jirtiraw, jew individwi li se jirtiraw/irtirati li qabel ma kinux uffiċjali pubbliċi.

2. Kandidati jrid ikollhom l-istess rekwiżiti li normalment jintalbu għal tali grad ta' konsulent fis-Servizz Pubbliku ta' Malta.

3. Il-kwalifiki u l-esperjenza li wieħed jgħid li jkollu, għandhom ikunu msaħħa b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopji tagħhom għandhom ikunu skennjati u mibgħutha permezz tal-Portal tar-Reklutaġġ **biss** (https://recruitment.gov.mt).

4. Id-dokumenti oriġinali u/jew dokumenti għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista għall-verifika.

5. Evidenza tal-pussess tal-liċenzja biex tipprattika l-professjoni medika f'Malta maħruġa mill-Kunsill Mediku ta' Malta flimkien ma' evidenza tar-Reġistrazzjoni ta' Speċjalist fl-Oftalmoloġija mill-Kunsill Mediku ta' Malta għandha wkoll tiġi sottomessa mal-applikazzjoni. Persuna magħżula tkun impjegata fuq bażi kuntrattwali ta' sena li jista' jiġi mġedded imma li fl-ebda każ ma jista' jiġi estiż aktar minn perjodu ta' tnejn u erbgħin (42) xahar jew minn meta l-impjegat jilħaq l-età ta' sebgħin (70), skont liema tiġi l-ewwel. Persuna magħżula titħallas skont ir-regoli u r-regolamenti applikabbli kif stabbiliti mill-Ministeru għas-Saħħa u l-Anzjanità Attiva, li jirriflettu l-ftehim Settorali li jappartjeni għall-Klassi Medika.

Persuna magħżula teħtieġ li taħdem minimu ta' mitejn (200) siegħa fis-sena biex twettaq id-dmirijiet, iżda ma tistax teċċedi għoxrin siegħa fil-ġimgħa.

Il-kandidat magħżul ikun meħtieġ li jwettaq servizzi ta' Optometrija fiċ-Ċentri tas-Saħħa kif assenjat miċ-Chairperson Kliniku tad-Dipartiment tal-Oftalmoloġija.

6. L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jippreżentaw ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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%.

7. L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru

Specialists in Ophthalmology, who have reached retirement age (not more than 70 years of age) or are expected to reach retirement age by the 31st December, 2024, and who were either retired/retiring public officers or retired/retiring individuals not having previously been public officers.

2. Candidates must possess the same requisites as is usually required for such consultant grade within the Public Service of Malta.

3. 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 **only** (https://recruitment.gov.mt).

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

5. Evidence of possession of a Licence to practice the medical profession in Malta, issued by the Medical Council of Malta, together with evidence of Specialist Registration in Ophthalmology by the Medical Council of Malta is also to be submitted with the application. A selected person will be employed on an annual renewable contract basis which shall in no case be extended beyond a period of forty-two (42) months or beyond the employee's age of seventy (70), whichever is the earlier. A selected person will be paid in accordance with applicable rules and regulations as determined by the Ministry for Health and Active Ageing, which reflect the Sectoral Agreement of the Medical Class.

The selected candidate needs to work up to a minimum of two hundred (200) hours annually to perform the duties, but cannot exceed 20 hours per week.

The selected candidate will be required to carry out Optometry Services in the Health Centres as directed by the Clinical Chairperson of the Department of Ophthalmology.

6. Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

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%.

7. Applications are to be submitted, for the attention of the People Management Division, Ministry for Health and Active

għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Portal tar-Reklutaġġ **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala riċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

Ageing 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 Time) of Monday, 17th June, 2024. 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.

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

7.1 It is the responsibility of the applicants not to leave until the last 30 minutes for submission of their application.

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

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

7.3 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 kompluta jew nieqsa.

7.3 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.

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20P rovisions_MT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171.

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

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provis ions_ENG.pdf) or may be obtained from the People Management Division, Ministry for Health and Active Ageing, 15, Palazzo Castellania, Merchants Street, Valletta VLT 1171.

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

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

Is-sit elettroniku tal-Ministeru għas-Saħħa u l-Anzjanità Attiva huwa (https://sahha.gov.mt), in-numru tal-fax huwa +356 2299 2604, u l-indirizz elettroniku huwa (recruitment.health@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦALL-AMBJENT, L-ENERĠIJA U R-RIĠENERAZZJONI TAL-PORT IL-KBIR

Pożizzjoni ta' Project Coordinator fil-Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir

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

1. Id-Direttur Ġenerali għall-Operat, f'isem is-Segretarju Permanenti, Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir, jilqa' applikazzjonijiet għall-pożizzjoni ta' Project Coordinator fil-Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir.

Din il-pożizzjoni se tkun kofinanzjata mill-Unjoni Ewropea taħt il-Programm LIFE bħala parti mil-LIFE 16 IPE MT 000008: Optimising the Implementation of the 2nd RBMP in the Malta River Basin District.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Persuna magħżula tidħol f'assenjament ta' erba' (4) snin bħala Project Coordinator għall-Programm LIFE bħala parti mil-LIFE 16 IPE MT 000008: Optimising the Implementation of the 2nd RBMP in the Malta River Basin District fl-Information Management Unit, li jista' jiġi mġedded għal-perjodi oħra.

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

2.3 Peress li din hi pożizzjoni marbuta ma' terminu ta' żmien fiss jew tkomplija ta' biċċa xogħol speċifika, ilpożizzjoni ta' Project Coordinator 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'.

Salarju Marbut mal-Pożizzjoni

3. Is-salarju Marbut mal-Pożizzjoni ta' Project Coordinator huwa ekwivalenti għal Skala ta' Salarju 7 (li fis-sena 2024 huwa ta' €28,855.98 li jitla' b'żidiet fis-sena ta' €531.17 sa massimu ta' €32,043.00).

The website address of the Ministry for Health and Active Ageing is (https://health.gov.mt), the fax number is +356 2299 2604, and the email address is (recruitment.health@gov.mt).

31st May, 2024

MINISTRY FOR THE ENVIRONMENT, ENERGY AND REGENERATION OF THE GRAND HARBOUR

Position of Project Coordinator in the Ministry for the Environment, Energy and Regeneration of the Grand Harbour

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (Operations) on behalf of the Permanent Secretary, Ministry for the Environment, Energy and Regeneration of the Grand Harbour, invites applications for the position of Project Coordinator in the Ministry for the Environment, Energy and Regeneration of the Grand Harbour.

This position shall be co-financed by the European Union under the LIFE Programme as part of the LIFE 16 IPE MT 000008: Optimising the Implementation of the 2nd RBMP in the Malta River Basin District.

Duration of Assignment and Conditions

2.1 A selected candidate will enter into a four (4) year assignment as a Project Coordinator for the LIFE Programme as part of the LIFE 16 IPE MT 000008: Optimising the Implementation of the 2nd RBMP in the Malta River Basin District in the Information Management Unit, which may be renewed for further periods.

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

2.3 Since this position is time-barred or linked to the completion of a specific task, the position of Project Coordinator constitutes an objective reason which falls under Regulation 7(4) of Subsidiary Legislation 452.81 entitled 'Contracts of Service for a Fixed Term Regulations'.

Salary Pegged to the Position

3. The Salary attached to the position of Project Coordinator is equivalent to Salary Scale 7 (which in the year 2024 is €28,855.98 rising by annual increments of €531.17 up to a maximum of €32,043.00).

Dmirijiet

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

i. Implimentazzjoni Strateġika tal-Proġett: Jimmaniġġja l-implimentazzjoni effettiva tal-proġetti assenjati, filwaqt li jiżgura l-allinjament kemm mar-regolamenti tal-UE kif ukoll dawk nazzjonali u l-għanijiet strateġiċi tad-dipartiment tal-ICT;

ii. Rappurtar u Analiżi Avvanzata: Jiżviluppa u jippreżenta rapporti ta' progress komprensivi, bl-użu ta' analiżi avvanzata tad-data għal teħid ta' deċiżjonijiet infurmati u adattament tal-proġett;

iii. Ingaġġ tal-Partijiet Interessati: Jipparteċipa b'mod attiv f'laqgħat ewlenin, billi jistabbilixxi relazzjonijiet b'saħħithom mal-partijiet interessati, inklużi entitajiet tal-gvern, kuntratturi, u sħab tal-industrija;

iv. Tmexxija Dinamika: Imexxi u jimmotiva lill-partijiet interessati, jippromovi kultura ta' innovazzjoni u tagħlim kontinwu. Jħeġġeġ lill-membri tat-tim jiżviluppaw ħiliet ġodda u jikkontribwixxu soluzzjonijiet kreattivi għall-isfidi tal-proġett;

v. Ippjanar tal-Proġett: Juża metodoloġiji b'aġilità u jadatta l-pjanijiet tal-proġett biex jissodisfa l-kapaċitajiet tat-tim li qed jevolvu u r-rekwiżiti tal-proġett. Jenfasizza l-flessibbiltà u r-rispons fl-esekuzzjoni tal-proġett;

vi Strateġija ta' Komunikazzjoni Effettiva: Jimmaniġġja l-komunikazzjoni kollha relatata mal-proġett, billi jiżgura ċ-ċarezza, il-puntwalità u l-effettività. Jrawwem ambjent ta' djalogu miftuħ u feedback fi ħdan it-tim u mal-partijiet interessati;

vii. Integrazzjoni tat-Teknoloġija: Jibqa' infurmat dwar it-teknoloġiji emerġenti tal-ICT. Jintegra soluzzjonijiet innovattivi fl-ippjanar u l-eżekuzzjoni tal-proġetti biex ittejjeb l-effiċjenza u r-riżultati;

viii. Ġestjoni ta' Avvenimenti u Laqgħat: Jissorvelja l-organizzazzjoni ta' avvenimenti u laqgħat tal-proġett, u jiżgura li huma produttivi u jallinjaw mal-għanijiet tal-proġett;

ix. Żvilupp u Taħriġ: Jidentifika l-ħtiġiet tat-taħriġ fi ħdan it-tim u jiffaċilita opportunitajiet ta' żvilupp professjonali biex ittejjeb il-kapaċitajiet tat-tim f'konformità mal-ħtiġiet tal-proġett;

x. Ġestjoni tar-Riskju u Assigurazzjoni tal-Kwalità: Jidentifika u jtaffi b'mod proattiv ir-riskji tal-proġett. Jiżgura standards għoljin ta' kwalità fl-aspetti kollha tal-esekuzzjoni tal-proġett;

Duties

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

i. Strategic Project Implementation: Manage the effective implementation of assigned projects, ensuring alignment with both EU and National regulations and the strategic goals of the ICT department;

ii. Advanced Reporting and Analysis: Develop and present comprehensive progress reports, utilizing advanced data analysis for informed decision-making and project adaptation;

iii. Stakeholder Engagement: Actively participate in key meetings, establishing strong relationships with stakeholders, including government entities, contractors, and industry partners;

iv. Dynamic Leadership: Lead and motivate stakeholders, promoting a culture of innovation and continuous learning. Encourage team members to develop new skills and contribute creative solutions to project challenges;

v. Project Planning: Employ agile methodologies and adapt project plans to meet evolving team capabilities and project requirements. Emphasize flexibility and responsiveness in project execution;

vi. Effective Communication Strategy: Manage all project-related communication, ensuring clarity, timeliness, and effectiveness. Foster an environment of open dialogue and feedback within the team and with stakeholders;

vii. Technology Integration: Stay informed on emerging ICT trends and technologies. Integrate innovative solutions into project planning and execution to enhance efficiency and outcomes;

viii. Event and Meeting Management: Oversee the organization of project events and meetings, ensuring they are productive and align with project objectives;

ix. Development and Training: Identify training needs within the team and facilitate professional development opportunities to enhance team capabilities in line with project needs;

x. Risk Management and Quality Assurance: Proactively identify and mitigate project risks. Ensure high standards of quality in all aspects of project execution;

xi. Sostenibbiltà u Konsiderazzjonijiet Etiċi: Jinkorpora kunsiderazzjonijiet ta' sostenibbiltà u etiċi fl-ippjanar u l-esekuzzjoni tal-proġett, allinjament mal-valuri organizzattivi u l-aħjar prattiki;

xii. Adattament għal dmirijiet addizzjonali kif meħtieġ mill-ħtiġiet li qed jevolvu tal-organizzazzjoni;

xiii. Iwettaq kwalunkwe dmirijiet u responsabbiltajiet oħra kif ordnat miċ-Chief Information Officer;

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

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

Rekwiżiti tal-Eliġibbiltà

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 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

xi. Sustainability and Ethical Considerations: Incorporate sustainability and ethical considerations into project planning and execution, aligning with organisational values and best practices;

xii. Adapt to additional duties as required by the evolving needs of the organisation;

xiii. Undertake any other duties and responsibilities as directed by the Chief Information Officer;

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

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

Eligibility Requirements

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 abovementioned 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 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 National and

Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mil 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 Identità 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 kif ukoll dik Ingliża;

iii. (a) fil-pussess ta' Degree ta' Master's rikonoxxuta f'Livell 7 tal-MQF (b' minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Computing jew ICT jew Project Management jew Management Studies jew European Studies jew Business Administration jew Accountancy jew Creativity and Innovation jew Quality Assurance Management jew Evidence Based Management jew kwalifika rikonoxxuta professjonali komparabbli f'Livell 7 tal-MQF f'Accountanc jew ICT, flimkien ma' sena (1) esperjenza ta' xogħol relavanti għall-pożizzjoni.

*Kwalifiki ta' Master's rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent ta' Master's mill-MQRIC li tiġi sottomessa mal-applikazzjoni. Kwalifika ta' Master's rikonoxxuta mill-Università ta' Malta (mogħtija qabel l-2009) b'inqas minn 60 krettu ECTS/ECVET hija aċċettata biss sakemm jiġi vverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET.

JEW

(b) fil-pussess ta' Degree ta' Bachelor's rikonoxxuta f'Livell 6 tal-MQF (b'minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Computing jew ICT jew Project Management jew Management Studies jew European Studies jew Business Administration jew Accountancy jew Creativity and Innovation jew Quality Assurance Management jew kwalifika rikonoxxuta professjonali komparabbli f'Livell 6 tal-MQF f'Accountancy jew ICT, flimkien ma' tlett (3) sni esperjenza ta' xogħol rilevanti għall-pożizzjoni;

*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.

their Family Members in Malta in accordance with the Agreement on the Withdrawal of the Unite 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 Identità 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 Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Computing or ICT or Project Management or Management Studies or European Studies or Business Administration or Accountancy or Creativity and Innovation or Quality Assurance Management or Evidence Based Management or a recognised comparable professional qualification at MQF Level 7 in Accountancy or ICT, plus one (1) year work experience relevant to the position.

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

OR

(b) in possession of a recognised Bachelor's Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Computing or ICT or Project Management or Management Studies or European Studies or Business Administration or Accountancy or Creativity and Innovation or Quality Assurance Management or recognised comparable professional qualification at MQF Level 6 in Accountancy or ICT, plus three (3) years work experience relevant to the position.

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

JEW

(c) Uffiċjali pubbliċi fi Skala ta' Salarju mhux inqas minn Skala 10, jew impjegati tas-Settur Pubbliku li qed iwettq dmirijiet fis-Servizz Pubbliku jew impjegati tar-Resource and Support Services Ltd. (RSSL), li qiegħdin f'livell t responsabbiltà komparabbli u fil-pussess ta' Diploma rikonoxxuta f'Livell 5 tal-MQF (b'minimu ta' 60 krettu ECTS/ ECVET jew ekwivalenti*) fil-Computing jew ICT jew Project Management jew Management Studies jew European Studies jew Business Administration jew Accountancy jew Creativity and Innovation jew Quality Assurance Management jew kwalifika rikonoxxuta professjonali komparabbli f'Livell 5 tal-MQF f'Accountancy jew ICT, flimkien ma' sitt (6) snin esperjenza ta' xogħol rilevanti għall-pożizzjoni.

*Kwalifika rikonoxxuta komparabbli ma' 60 krettu ECTS/ ECVET, hekk kif applikabbli, hija aċċettata 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 ilħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le.

5.2 (i) 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għal applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjoniji applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

5.3 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw

OR

(c) Public officers in a Scale not below Scale 10, or Public Sector employees performing duties in the Public Service or RSSL employees, both at a comparable level of responsibility, and in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ ECVET credits or equivalent*) in Computing or ICT Project Management or Management Studies or European Studies or Business Administration or Accountancy or Creativity and Innovation or Quality Assurance Management or a recognised comparable professional qualification at MQF Level 5 in Accountancy or ICT with six (6) years work experience relevant to the position.

*A recognised qualification comparable to 60 ECTS/ ECVET credits, as applicable is only accepted subject to a 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not.

5.2 (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 5.1 or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements i respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable t this call for applications (see link below).

5.3 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public

minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 mija fil-mija (100%) u l-marka li persuna trid iġġib biex tgħaddi hija ħamsin fil-mija (50%).

7.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 5.1 sa 5.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur Ġenerali għall-Operat, Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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, 17 ta' Ġunju, 2024. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

8.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument 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 Applikanti jingħataw sa jumejn (2) xogħol wara d-data tal-għeluq jew sa jumejn (2) xogħol mid-data tan-

Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority no earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

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 one hundred per cent (100%) and the pass mark is fifty per cent (50%).

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.3, have proven relevant work experience.

Submission of Applications

8.1 Applications are to be submitted, for the attention of the Director General (Operations), Ministry for the Environment, Energy and Regeneration of the Grand Harbour, 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, 17th June, 2024. A computer-generated email will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2 It is the responsibility of the applicants not to leave until the last moment 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

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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi (Attn: Assistent Direttur, Riżorsi Umani), Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir, 6, Triq Ħal Qormi, Santa Venera SVR 1302. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-dipartiment/diviżjoni/direttorat huma (sustainability.gov.mt) u (humanresources.meer@gov.mt).

Il-31 ta' Mejju, 2024

Kofinanzjat mill-Unjoni Ewropea

MINISTERU GĦALL-AMBJENT, L-ENERĠIJA U R-RIĠENERAZZJONI TAL-PORT IL-KBIR

Post ta' Economics Officer fil-Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir

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

1. Id-Direttur Ġenerali għall-Operat, f'isem is-Segretarju Permanenti, Ministeru għall-Ambjent, l-Enerġija u

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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the Corporate Services Directorate (Attn: Assistant Director, Human Resources), Ministry for the Environment, Energy and Regeneration of the Grand Harbour, 6, Triq Ħal Qormi, Santa Venera SVR 1302. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving department/division/directorate are (sustainability.gov.mt) and (humanresources.meer@gov.mt).

31st May, 2024

Co-funded by the European Union

MINISTRY FOR THE ENVIRONMENT, ENERGY AND REGENERATION OF THE GRAND HARBOUR

Post of Economics Officer in the Ministry for the Environment, Energy and Regeneration of the Grand Harbour

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (Operations) on behalf of the Permanent Secretary, Ministry for the Environment, Energy

r-Riġenerazzjoni tal-Port il-Kbir, jilqa' applikazzjonijiet għall-post ta' Economics Officer fil-Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir.

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Economics Officer huwa ta' Skala ta' Salarju 10, li fis-sena 2024 huwa ta' €24,085.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €26,532.00.

2.3 Persuna fil-grad ta' Economics Officer titla' fi Skala ta' Salarju 9 (€25,589.02 x €447.33 - €28,273.00 fis-sena 2024) wara sentejn (2) servizz fil-grad ta' Economics Officer fi Skala 10, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna fil-grad ta' Economics Officer titla' fi Skala ta' Salarju 8 (€27,179.02 x €486.83 - €30,100.00 fis-sena 2024) wara sitt (6) snin servizz fil-grad ta' Economics Officer fi Skala 9, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Persuna fil-grad ta' Economics Officer titla' fi Skala ta' Salarju 7 (€28,855.98 x €531.17 - €32,043.00 fis-sena 2024) wara sentejn (2) servizz fil-grad ta' Economics Officer fi Skala 8, jekk tkun qdiet dmirha b'mod sodisfaċenti.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Economics Officer jinkludu li:

i. Jikkontribwixxi b'xogħol ta' riċerka, analiżi tal-ekonomija, jikkompila statistika u rapporti ekonomiċi u dokumenti oħra b'rabta mal-oqsma ta' attività tal-Ministeru;

ii. Jikkontribwixxi lejn l-abbozzar ta' politika u strateġiji nazzjonali relatati mal-portafoll tal-Ministeru;

iii. Jikkontribwixxi lejn analiżi ekonomika kwantitattiva permezz ta' mudelli ekonometriċi, li jinkludu preparazzjoni ta' tbassir ekonomiku, eżerċizzi ta' simulazzjoni ta' politika, u riċerka oħra skont il-ħtiġiet tal-Ministeru;

iv. Isegwi żviluppi relatati mal-ambjent u mat-tibdil fil-klima kemm fuq livell domestiku kif ukoll dak internazzjonali;

v. Jikkontribwixxi lejn il-preparazzjoni ta' studji tekniċi fuq proposti tal-Kummissjoni;

vi. Jikkontribwixxi lejn il-preparamenti neċessarji ta' laqgħat tekniċi li jsiru ma' istituzzjonijiet internazzjonali;

and Regeneration of the Grand Harbour, invites applications for the post of Economics Officer in the Ministry for the Environment, Energy and Regeneration of the Grand Harbour.

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 Economics Officer is Salary Scale 10, which in the year 2024 is equivalent to, €24,085.98 per annum, rising by annual increments of €407.67 up to a maximum of €26,532.00.

2.3 An Economics Officer will progress to Scale 9 (€25,589.02 x €447.33 - €28,273.00 in the year 2024) on completion of two (2) years service in the grade of Economics Officer in Scale 10, subject to satisfactory performance.

2.4 An Economics Officer will progress to Scale 8 (€27,179.02 x €486.83 - €30,100.00 in the year 2024) on completion of six (6) years service in the grade of Economics Officer in Scale 9, subject to satisfactory performance.

2.5 An Economics Officer will progress to Scale 7 (€28,855.98 x €531.17 - €32,043.00 in the year 2024) on completion of two (2) years service in the grade of Economics Officer in Scale 8, subject to satisfactory performance.

Duties

3. The job duties for the post of Economics Officer include:

i. Undertakes research work, performs economic analysis, and compiles statistical data, economic reports and other documents in relation to the areas of activity of the Ministry;

ii. Contributes to the drafting of national policies and strategies relating to the Ministry's portfolio;

iii. Contributes towards quantitative economic analysis through econometric modelling, which includes the preparation of economic forecasts, policy simulations and other research in accordance with the requirements of the Ministry;

iv. Monitors environmental and climate change issues both at a domestic and international level;

v. Contributes towards the preparation of technical briefings on Commission proposals;

vi. Contributes to the necessary preparations in anticipation of technical meetings with international organisations;

vii. Jikkordina ma' partijiet interessati kemm tal-Gvern u mhux mhux governattivi, sabiex jassisti fil-formulazzjoni ta' pożizzjonijiet u strateġiji nazzjonali;

viii. Jattendi għal laqgħat f'Malta kif ukoll barra minn Malta u jikkompila rapporti dwarhom;

ix. Jassisti l-bordijiet u l-kumitati li jaqgħu taħt ir-responsabbiltà tal-Ministeru;

x. Jassisti fit-tħejjija tal-ispeċifikazzjonijiet tal-offerti u jieħu sehem fil-proċessi tal-offerti, billi jservi wkoll bħala membru fil-kumitati ta' evalwazzjoni kif meħtieġ;

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

xii. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/lilha, 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 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-

vii. Liaise with Government and non-government stakeholders, thereby assisting in the formulation of national positions and strategies;

viii. Attends for meetings in Malta or abroad and subsequently prepares reports;

ix. Assists boards and committees which fall under the Ministry's responsibility;

x. Assists in the preparation of tender specifications and participates in tendering processes, including by serving as member on evaluation committees as necessary;

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

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

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

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 citizen 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 abovementioned 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 residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been

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 mil 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 Identità 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 kif ukoll dik Ingliża;

U

iii. fil-pussess ta' Baċċellerat rikonoxxut fil-Livell 6 tal-MQF (suġġett għall-minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fl-Economics jew Statistika jew Accountancy jew Finance jew Taxation jew Banking jew Public Policy jew European Studies jew detenturi ta' kwalifiki rikonoxxuta oħra jew kwalifiki professjonali ekwivalenti b'waħda minn dawn id-dixxiplini bħala qasam ewlieni ta' studju.

*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.

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm ilħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni

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 National and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the Unite 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 Identità should be sought as necessary in the interpretation of the above provisions.

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

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

AND

iii. in possession of a recognised Bachelor's qualification at MQF Level 6 (subject to a minimum of 18 ECTS/ECVET credits or equivalent*) in Economics or Statistics or Accountancy or Finance or Taxation or Banking or Public Policy or European Studies or holders of other recognised degrees or equivalent professional qualifications with any of these disciplines as a major area of study.

*A recognised formal 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 4.1 or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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

maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika sal-31 ta' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(ii) Kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għal applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjoniji applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali jew awtorit 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.

obtain, or be approved, for the award of such qualification by the 31st October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements i respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

4.5 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority no earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

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 tal-Portal tar-Reklutaġġ (https://recruitment.gov.mt).

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

Proċeduri tal-Għażla

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

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

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur Ġenerali għall-Operat, Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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, 17 ta' Ġunju, 2024. 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 mument 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 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:

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 one hundred per cent (100%) and the pass mark is fifty per cent (50%).

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

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director General (Operations), Ministry for the Environment, Energy and Regeneration of the Grand Harbour, 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, 17th June, 2024. 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 moment 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:

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi (Attn: Assistent Direttur, Riżorsi Umani), Ministeru għallAmbjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir, 6, Triq Ħal Qormi, Santa Venera SVR 1302. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-dipartiment/diviżjoni/direttorat huma (sustainability.gov.mt) u (humanresources.meer@gov.mt).

Il-31 ta' Mejju, 2024

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the Corporate Services Directorate (Attn: Assistant Director, Human Resources), Ministry for the Environment, Energy and Regeneration of the Grand Harbour, 6, Triq Ħal Qormi, Santa Venera SVR 1302. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving department/division/directorate are (sustainability.gov.mt) and (humanresources.meer@gov.mt).

31st May, 2024

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

Post ta' Assistant Manager (Geographic Information Systems) fil-Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali

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

1. Is-Segretarju Permanenti, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali jilqa' applikazzjonijiet għall-post ta' Assistant Manager (Geographic Information Systems) 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' sitt (6) xhur.

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

MINISTRY FOR THE NATIONAL HERITAGE, THE ARTS AND LOCAL GOVERNMENT

Post of Assistant Manager (Geographic Information Systems) 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 Assistant Manager (Geographic Information Systems) 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 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 Is-salarju ta' Assistant Manager (Geographic Information System) 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 2024 huwa ta' €21,236 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €23,360.

2.4 Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 12 titla' għal Skala 11, li fis-sena 2024 hija ekwivalenti għal €22,642.98 fis-sena, li jiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €24,894, mal-kisba ta' Diploma fil-Livell 5 tal-MQF kif imsemmija fil-paragrafu 4.1(iii) (b).

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 (€24,085.98 x €407.67 - €26.532) fis-sena 2024 wara tliet (3) snin servizz bħala Assistant Manager fi Skala ta' Salarju 11, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Il-persuni maħtura jkunu intitolati wkoll għall-ħlas ta' allowance tal-klassi annwali ta' €500, suġġett għal xogħol sodisfaċenti.

2.7 Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi limsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor fil-qasam tal-Geographic Information System, 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 (Geographic Information Systems) jinkludu li:

i. Juża l-kompjuter sabiex jagħmel xogħol fuq database u GIS software, applikazzjonijiet bħal Microsoft Office, ArcGIS, u software ieħor bħal ACAD, użat mid-Dipartiment tar-Restawr u Preservazzjoni;

ii. Jagħmel referenzi ġeografiċi tad-data eżistenti fid-dipartiment (referenzar tad-data eżistenti f'sistema ta' kordinati assoluti);

iii. Jassisti lill-maniġer (GIS) flimkien mas-superjuri u l-perit inkarigat biex jipprepara applikazzjonijiet għall-aħjar użu ta' analiżi u studji ta' fattibiltà għat-twaqqif tas-sistemi tal-GIS fl-istess Dipartiment;

iv. Jassisti fl-iżvilupp ta' data ġeografika u spazjali li tissodisfa r-rekwiżiti fid-Dipartiment tar-Restawr u Preservazzjoni;

2.3 The salary for the post of Assistant Manager (Geographic Information System) 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 2024 is equivalent to, €21,236 per annum, rising by annual increments of €354 up to a maximum of €23,360.

2.4 An Assistant Manager in Salary Scale 12 will progress to Scale 11, which in the year 2024 is equivalent to €22,642.98 per annum, rising by annual increments of €375.17 up to a maximum of €24,894, on attainment of the MQF Level 5 Diploma referred to in paragraph 4.1 (iii) (b).

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 Scale 10 (€24,085.98 x €407.67 - €26,532) in the year 2024 on completion of three (3) years service as Assistant Manager in Salary Scale 11, subject to satisfactory performance.

2.6 Appointees will also be entitled to the payment of an annual class allowance of €500, subject to satisfactory performance.

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 Geographic Information System, 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 (Geographic Information Systems) include:

i. Uses the computer, and works with Database and GIS software and applications, such as Microsoft Office ArcGIS, and other software such as ACAD used by the Restoration and Preservation Department;

ii. Geo-references existing data at the Restoration and Preservation Department (references existing data into an absolute co-ordinate system);

iii. Assists the manager (GIS) in coordinating with superiors and architect in charge to prepare applications for best use of analysis and feasibility studies for setting up of GIS systems at the Restoration and Preservation Department;

iv. Assists in developing geographic and spatial datasets to meet Restoration and Preservation Department requirements;

v. Jagħmel korsijiet ta' taħriġ fid-disinn spazjali, GIS, GPS, eċċ., kif jista' jkun meħtieġ;

vi. Jassisti lill-maniġer (GIS) fiż-żamma għall-kontroll tal-kwalità tad-direttorji tad-data tal-ġeodata;

vii. Jassisti lill-maniġer (GIS) fil-ġbir u l-manteniment ta' data ġeografika skont l-esiġenzi tad-Dipartiment tar-Restawr u Preservazzjoni (aġġornamenti tas-sistema, aġġornament ta' kuntratti, eċċ.);

viii. Jaħdem fuq it-tkabbir ta' disinn u żvilupp u ġestjoni ta' database, u preparazzjoni ta' attivitajiet ta' disseminazzjoni;

ix. Jassisti fil-ġbir u l-manteniment ta' dokumentazzjoni, spezzjoni u żamma ta' records fuq il-pjattaforma tal-GIS;

x. Jassisti lill-maniġer (GIS) fil-preparazzjoni ta' preżentazzjonijiet ta' kwalità għolja dwar is-suġġett, inkluż użu tajjeb tal-Microsoft Power Point u preżentazzjonijiet oħra mid-data pprovduta mis-superjuri tiegħu/tagħha;

xi. Jassisti lil maniġer (GIS) fl-iġġenerar, il-ġabra u t-trasferiment tad-data kollha f'sistema li biha jkun jista' jintraċċa l-istess data;

xii. Jattendi kif meħtieġ u jżomm aġġornat mal-programmi varji fuq GIS tas-Servizz Pubbliku inkluż kwalunkwe żviluppi, possibiltajiet ta' taħriġ, u jagħmel użu ta' tagħmir li jkun kondiviż. L-informazzjoni miksuba għandha tkun disseminata fid-Dipartiment tar-Restawr u Preservazzjoni;

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 leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

v. Participates in training courses in spatial design, GIS, GPS, etc., as necessary;

vi. Assists the manager (GIS) in maintaining quality control and data directories of geodata;

vii. Assists the manager (GIS) in collating and maintaining geographic datasets to meet Restoration and Preservation Department's requirements (updating the system, contractual updates, etc.);

viii. Expands further database design development and management and prepares dissemination activities;

ix. Assists in the collating and maintaining of documentation, inspection and maintenance records on the GIS platforms;

x. Assists the manager (GIS) in preparing High Quality, Microsoft Power Point presentations, other presentations from data provided by his/her superiors;

xi. Assists the manager (GIS) in generating, collating and transferring all data to a tracking system;

xii. Attends, as necessary and keeps updated with various Public Service GIS programmes/projects including any developments, training possibilities, make use of shared equipment. The information gained has to be disseminated within the Restoration and Preservation Department;

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. 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 Identità 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;

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

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) fil-Geomatics jew f'oqsma rilevanti kif determinat mill-maniġment.

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 abovementioned 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 Identità 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;

However, candidates who do not satisfy the ability to communicate in the 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 for the 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.

iii. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Geomatics or in relevant areas as determined by management.

JEW

b. fil-pussess ta' Diploma rikonoxxuta komparabbli fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fil-Geomatics jew Geographic Information Systems jew Geography jew Spatial Analysis jew Information Technology jew f'oqsma rilevanti kif determinat mill-maniġment.

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: Geography u Information Technology jew kwalifika komparabbli pertinenti rikonoxxuta.

JEW

(ii) fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat (li jrid jinkludi wieħed (1) minn dawn is-suġġetti: Geography jew Information Technology)

*Kwalifika rikonoxxuta komparabbli ma' 120/60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċettata 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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. 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 Intermedju 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-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) 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.

OR

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, or equivalent*) in Geomatics or Geographic Information Systems or Geography or Spatial Analysis or Information Technology or in relevant areas as determined by management.

OR

c. (i) In possession of two (2) subjects at Advanced Level and three (3) subjects at Intermediate Matriculation Level (which must include two (2) of the following subjects: Geography and Information Technology) or a recognised pertinent comparable qualification.

OR

(ii) In possession of three (3) subjects at Advanced Level (which must include one (1) of the following subjects: Geography or Information Technology).

*A recognised qualification comparable to 120/60 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. 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 attainment 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 stipulated in the document entitled 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

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

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

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

4.3 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 iii (a) to 4.1 iii (c) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

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 tal-Portal tar-Reklutaġġ (https://recruitment.gov.mt).

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 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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.3, have proven relevant work experience.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi, A43, St Paul's Buildings, Flat 2,

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 Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from Corporate Services Directorate, A43, St Paul's Buildings, Flat 2,

Triq il-Punent, 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 (www.mhal.gov.mt) u (hr.mhal@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦALL-FINANZI

Post ta' Assistant Manager fil-Ministeru għall-Finanzi

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

1. Is-Segretarju Permanenti, Ministeru għall-Finanzi jilqa' applikazzjonijiet għall-post ta' Assistant Manager fil-Ministeru għall-Finanzi.

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Assistant Manager li jidħol fil-grad bir-rekwiżiti tal-eliġibbiltà ta' paragrafu 4.1 (iii) (a) jew (iii) (c) huwa ta' Skala ta' Salarju 12, li fis-sena 2024 huwa ta' €21,236 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €23,360.

2.4 Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 12 titla' għal Skala 11, li fis-sena 2024 hija ekwivalenti għal €22,642.98 fis-sena, li jiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €24,894, mal-kisba ta' Diploma fil-Livell 5 tal-MQF kif imsemmija fil-paragrafu 4.1(iii) (b).

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 (€24,085.98 x €407.67 - €26,532) fis-sena 2024 wara tliet (3) snin servizz bħala Assistant Manager fi Skala ta' Salarju 11, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Il-persuni maħtura jkunu intitolati wkoll għall-ħlas ta' allowance tal-klassi annwali ta' €500, suġġett għax-xogħol sodifaċenti.

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

Triq il-Punent, 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 (www.mhal.gov.mt) and (hr.mhal@gov.mt).

31st May, 2024

MINISTRY FOR FINANCE

Post of Assistant Manager in the Ministry for Finance

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Finance invites applications for the post of Assistant Manager in the Ministry for Finance.

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 2024 is equivalent to €21,236 per annum, rising by annual increments of €354 up to a maximum of €23,360.

2.4 An Assistant Manager in Salary Scale 12 will progress to Scale 11, which in the year 2024 is equivalent to €22,642.98 per annum, rising by annual increments of €375.17 up to a maximum of €24,894, on attainment of the MQF Level 5 Diploma referred to in paragraph 4.1 (iii) (b).

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 Scale 10 (€24,085.98 x €407.67 - €26,532) in the year 2024 on completion of three (3) years service as Assistant Manager in Salary Scale 11, subject to satisfactory performance.

2.6 Appointees will also be entitled to the payment of an annual class allowance of €500, subject to satisfactory performance.

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

perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor, skont il-postijiet vakanti stabbiliti.

2.8 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. Jikkontribwixxi b'mod ġenerali fil-funzjonijiet u l-esekuzzjoni tal-proċessi tax-xogħol imwettqa mill-Bord ta' Reviżjoni dwar Kuntratti Pubbliċi (PCRB);

ii. Jipprovdi appoġġ amministrattiv liċ-Chairman u l-membri tal-PCRB;

iii. Jiżgura komunikazzjoni interna u esterna effiċjenti mal-partijiet interessati inklużi l-appellanti, l-awtoritajiet kontraenti, l-offerenti preferuti u l-partijiet interessati kif ordnat mill-PCRB;

iv. Jikkordina s-seduti pubbliċi tal-Bord ta' Reviżjoni fit-Tribunal u jassisti liċ-chairman, segretarju u lill-membri tal-bord kif ikun meħtieġ;

v. Jikkordina u jesegwixxi kompiti amministrattivi ta' kuljum inklużi dawk relatati mat-tmexxija effiċjenti tal-PCRB;

vi. Jassisti fix-xogħol ta' kuljum, inklużi l-ġestjoni u d-distribuzzjoni ta' korrispondenza, mistoqsijiet, iż-żamma ta' rekords, kif ukoll id-dħul u l-aġġornament ta' informazzjoni bbażata fuq sistema kompjuterizzata u databases relatati mal-proċedimenti tal-PCRB;

vii. Taħt id-direzzjoni tal-PCRB, jassisti fil-kumpilazzjoni ta' rapporti li jsiru waqt seduti pubbliċi u jiżgura li d-deċiżjonijiet pronunzjati mill-PCRB jingħataw bil-miktub u jiġu ppubblikati;

viii. Iwettaq dmirijiet relatati mas-sistemi ta' preżentata fir-rigward tas-seduti ta' smigħ ittrattati mill-PCRB;

ix. Ikun involut fil-ħidma tal-PCRB jew kwalunkwe uffiċċju delegat ieħor, u jkollu rwol attiv bħala membru tat-tim, u jiżgura li l-funzjoni tal-PCRB tkun effettiva;

x. Jifhem u jżomm aġġornat mal-liġijiet u u regolamenti li jirregolaw il-PCRB;

xi. Jagħmel kwalunkwe xogħol ieħor li s-superjur jista' jiddelega lilu/ha, kif jkun meħtieġ;

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.

2.8 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 include:

i. Contributes to the overall functions and execution of work processes undertaken by the Public Contracts Review Board (PCRB);

ii. Provides administrative support to the Chairman and Board members of the PCRB;

iii. Ensures efficient internal and external communication with relevant stakeholders including appellants, contracting authorities, preferred bidders and interested parties as directed by the PCRB;

iv. Coordinates the Organisation Review Board's public hearings within the Tribunal and assists the Chairperson, Secretary and Board members as required;

v. Coordinates and executes daily administrative tasks including those related to the efficient running of the PCRB;

vi. Assists in day-to-day operations, including the management and distribution of correspondence, queries, record keeping, as well as inputting and updating of computer- based information and databases related to the PCRB's proceedings;

vii. Under the direction of the PCRB, assists in the compilation of reports held during public hearings and ensures that the decisions pronounced by the PCRB are delivered in writing and published;

viii. Carries out duties related to the filing systems in respect to the hearings handled by the PCRB;

ix. Being involved in the work of the PCRB or any other delegated office, and plays an active role as a team member, and ensures the function of the PCRB is effective;

x. Understands and keeps updated with the laws and regulations that govern the PCRB;

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

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

Rekwiżiti tal-Eliġibbiltà

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

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 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 Identità 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.

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

Eligibility Requirements

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

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizen 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 abovementioned 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 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 National and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the Unite 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 Identità 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. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża;

U

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVETS, jew ekwivalenti*) fil-Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew Leadership and Management jew Administration and Management jew Commerce jew Project Management jew Creativity and Innovation jew Marketing jew Communications, jew f'oqsma rilevanti kif determinat mill-maniġment.

JEW

b. fil-pussess ta' Diploma rikonoxxuta fil-Livell 5 tal-MQF (suġġett għal minimu ta' 60 krettu ECTS/ECVETS, jew ekwivalenti*) fil-Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew Leadership and Management jew Administration and Management jew Commerce jew Project Management jew Creativity and Innovation jew Marketing jew Communications jew kwalifika rikonoxxuta komparabbli fil-Livell 5 tal-MQF f'Accountancy jew f'oqsma rilevanti kif determinat mill-maniġment.

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: Accountancy jew Malti jew Ingliż jew Economics jew IT jew Matematika) jew kwalifika komparabbli pertinenti rikonoxxuta.

JEW

ii. fil-pussess ta' tliet suġġetti fil-Livell Avvanzat (li jinkludi wieħed minn dawn is-suġġetti: Accountancy jew Malti jew Ingliż jew Economics jew IT jew Matematika).

*Kwalifika rikonoxxuta komparabbli ma' krettu 120/60 ECTS/ECVETS, hekk kif applikabli, hija aċċettata 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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

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

AND

iii. a. 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 Leadership and Management or Administration and Management or Commerce or Project Management or Creativity and Innovation or Marketing or Communications, or in relevant areas as determined by management.

OR

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, equivalent*) in Business Management or Business Administration or Economics or Banking and Finance or Accountancy or Leadership and Management or Administration and Management or Commerce or Project Management or Creativity and Innovation or Marketing or Communications or a recognised comparable professional qualification at MQF Level 5 in Accountancy or in relevant areas as determined by management.

OR

c. (i) in possession of two (2) subjects at Advanced Level and three (3) subjects at Intermediate Matriculation Level (which must include two (2) of the following subjects: Accountancy or Maltese or English or Economics or IT or Mathematics) 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: Accountancy or Maltese or English or Economics or IT or Mathematics).

*A recognised qualification comparable to 120/60 ECTS/ECVET credits, as applicable, is only accepted subject to a 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

Kandidati magħżula li huma fil-pussess ta' kwalifika rikonnoxxta fil-Livell 4 tal-MQF (kwalifika jew żewġ suġġetti fil-Livell Avvanzat flimkien ma' tliet suġġetti fil-Livell Intermedju 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-akkwist ta' Diploma rilevanti fil-Livell 5 tal-MQF f'oqsma relatati, dawn l-uffiċjali jipprogressaw għal Assistant Manager (Skala ta' Salarju 11). Il-progressjonijiet l-oħra kollha għandhom ikunu skont id-dispożizzjonijiet indikati fid-dokument li jismu 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

Successful candidates who are in possession of a recognised MQF Level 4, (qualification or two subjects at Advance 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 attainment 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 stipulated in the documen entitled 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

4.2 (i) 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.

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

(ii) 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. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements i respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable t this call for applications (see link below).

4.3 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 iii (a) to 4.1 iii (c) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority no earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

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 tal-Portal tar-Reklutaġġ (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 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttorat tas-Servizzi Korporattivi, Ministeru għall-Finanzi, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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:

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 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Corporate Services Directorate, Ministry for Finance, 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 Time) of Monday, 17th June, 2024. 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 moment 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:

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu minn (recruitment.mfin@gov.mt). Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (https://finanzi.gov.mt) u (recruitment.mfin@gov.mt).

Il-31 ta' Mejju, 2024

SERVIZZ PUBBLIKU TA' MALTA

Post ta' Clerical Officer fis-Servizz Pubbliku ta' Malta

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

1. Is-Segretarju Permanenti (Nies u Standards), Uffiċċju tal-Prim Ministru, tilqa' applikazzjonijiet ta' darba biss għas-sejħa għall-post ta' Clerical Officer fis-Servizz Pubbliku ta' Malta.

Termini u Kundizzjonijiet

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

2.2 Għall-konferma tal-ħatra tagħhom, dawk maħtura jridu jkunu temmew iż-żmien ta' prova tagħhom u jridu jkunu temmew b'suċċess il-kors ta' induzzjoni kif offrut mill-Istitut għas-Servizzi Pubbliċi.

2.3 Clerical Officers li m'għandhomx livell komparabbli f'Livell 3 tal-MQF jew ogħla fil-Malti u l-Ingliż iridu jagħmlu t-taħriġ meħtieġ rispettiv kif organizzat internament u fis-seħħ minn żmien għal żmien.

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications; 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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from (recruitment.mfin@gov.mt). 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 (https://finance.gov.mt) and (recruitment.mfin@gov.mt).

31st May, 2024

MALTA PUBLIC SERVICE

Post of Clerical Officer in the Malta Public Service

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary (People and Standards) Office of the Prime Minister, invites applications for a one-time only call for the post of Clerical Officer in the Malta Public Service.

Terms and Conditions

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

2.2 For the confirmation of their appointment, appointees must conclude their probationary (trial period) and successfully complete the induction programme as organised by the Institute for the Public Services.

2.3 Clerical Officers who are not in possession of a comparable level at MQF Level 3 or higher in Maltese and English will be obliged to undergo the respective necessary training as organised internally and in force from time to time.

2.4 Is-salarju ta' Clerical Officer huwa ta' Skala ta' Salarju 15, li fis-sena 2024 huwa ta' €17,265 fis-sena, li jiżdied b'€298.00 fis-sena sa massimu ta' €19,053.

2.5 Persuna fil-grad ta' Clerical Officer fi Skala ta' Salarju 15 titla' fi Skala ta' Salarju 14 (€18,538.02 x €316.83 - €20,439.00 fis-sena 2024) wara erba' (4) snin servizz fil-grad, u tkompli tiela' għal Skala ta' Salarju 13 (€19,867 x €335.50 - €21,880 fis-sena 2024) wara erba' (4) snin servizz oħra fi Skala ta' Salarju 14, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Persuna fil-grad ta' Clerical Officer fi Skala ta' Salarju 15, li għandha Livell 3 tal-MQF jew ogħla fil-Malti u l-Ingliż jew ekwivalenti titla' fi Skala 14 (€18,538.02 x €316.83 - €20,439.00 fis-sena 2024) wara sentejn (2) servizz sodisfaċenti fi Skala ta' Salarju 15 u tibqa' tiela' fi Skala ta' Salarju 13 (€19,867 x €335.50 - €21,880 fis-sena 2024) wara erba' (4) snin servizz oħra fi Skala ta' Salarju Skala 14, jekk tkun qdiet dmirha b' mod sodisfaċenti.

2.7 Persuna fil-grad ta' Clerical Officer fi Skala ta' Salarju 13 tista' tagħżel li tidħol f'Self-Assessment Framework Programme u jekk il-colloquium process jintemm b'suċċess tkun eliġibbli li titla' fi Skala ta' Salarju 12 (€21,236 x €354.00 - €23,360 fis-sena 2024) wara sentejn (2) servizz sodisfaċenti fi Skala ta' Salarju 13.

2.8 Persuna fil-grad ta' Clerical Officer li ġġib jew ikollha kwalifika sħiħa rilevanti f'Livell 4 tal-MQF jew ogħla f'oqsma rilevanti kif ikun determinat mill-maniġment minn żmien għal żmien, wara mill-inqas sentejn (2) servizz sodisfaċenti bħala Clerical Officer u suġġett għat-tlestija b'suċċess tal-colloquium process, tkun eliġibbli biex tiġi promossa Administration Officer fi Skala ta' Salarju 12 (€21,236 x €354.00 - €23,360 fis-sena 2024).

2.9 Clerical Officers minn Skala ta' Salarju 15 sa Skala ta' Salarju 13 ikunu intitolati għall-ħlas ta' Class Allowance ta' €350 fis-sena, filwaqt li Clerical Officers fi Skala ta' Salarju 12 ikunu intitolati għall-ħlas ta' Class Allowance ta' €500 fis-sena.

2.10 Il-postijiet allokati se jkunu strettament skont il-prijorità kif iddeterminat mill-amministrazzjoni, għal perjodu minimu ta' sentejn (2) qabel ma jkunu jistgħu jintalbu trasferimenti. Tali postijiet ikunu suġġetti għad-disponibbiltà ta' postijiet vakanti.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Clerical Officer jinkludu li:

2.4 The salary for the post of Clerical Officer is Salary Scale 15 which in the year 2024 is equivalent to, €17,265 per annum, rising by annual increments of €298.00 up to a maximum of €19,053.

2.5 A Clerical Officer in Salary Scale 15 will progress to Scale 14 (€18,538.02 x €316.83 - €20,439.00 in the year 2024) on completion of four (4) years service in the grade, and shall continue to progress to Salary Scale 13 (€19,867 x €335.50 - €21,880 in the year 2024) after a subsequent four (4) years service in Salary Scale 14, subject to satisfactory performance.

2.6 A Clerical Officer in Salary Scale 15, who is in possession of MQF Level 3 or higher in Maltese and English or equivalent will progress to Scale 14 (€18,538.02 x €316.83 - €20,439.00 in the year 2024) on completion of two (2) years satisfactory service in Salary Scale 15 and shall continue to progress to Salary Scale 13 (€19,867 x €335.50 - €21,880 in the year 2024) after a subsequent four (4) years service in Salary Scale 14, subject to satisfactory performance.

2.7 A Clerical Officer in Salary Scale 13 may opt to enter into a Self-Assessment Framework Programme and subject to the successful completion of the colloquium process be eligible to progress to Salary Scale 12 (€21,236 x €354.00 - €23,360 in the year 2024) on completion of two (2) years satisfactory service in Salary Scale 13.

2.8 A Clerical Officer who is or becomes in possession of a relevant full qualification at MQF Level 4 or higher in relevant areas as may be determined by management from time to time, following at least two (2) years satisfactory service as Clerical Officer, will, subject to the successful completion of the colloquium process, be eligible to be promoted to Administration Officer in Salary Scale 12 (€21,236 x €354.00 - €23,360 in the year 2024)

2.9 Clerical Officers from Salary Scale 15 to Salary Scale 13 will be entitled to the payment of a Class Allowance of €350 per annum, while Clerical Officers in Salary Scale 12 will be entitled to the payment of a Class Allowance of €500 per annum.

2.10 Postings will be strictly in priority areas as determined by the administration for a minimum period of two (2) years before transfers to other areas may be requested by the employee. Such postings will be subject to availability of vacancies.

Duties

3. The job duties for the post of Clerical Officer include:

Responsabbiltajiet Ġenerali

i. Kommess lejn servizz ta' eċċellenza kontinwu, ibbażat fuq il-qafas tal-erba' pilastri billi jagħti vuċi lill-klijenti kollha tiegħu, ifassal politiki li jindirizzaw il-ħtiġiet tagħhom u jipprovdi servizz ta' kwalità f'waqtu sostnut mir-responsabbiltà;

ii. Marbut li jagħti servizz ta' eċċellenza lill-klijenti kollha msawwar fuq l-impenn lejn l-istandards ta' kwalità, l-integrità, ir-rispett, il-lealtà, il-fiduċja, il-kwalità, l-imparzjalità u mingħajr diskriminazzjoni;

iii. Jintrabat li jiżviluppa aktar fil-ħiliet u l-abbiltajiet għall-avvanz ta' karriera fis-Servizz Pubbliku;

iv. Irid iżomm komunikazzjoni vertikali u orizzontali tajba billi jkun empatiku ma' membri oħra tat-tim;

v. Jiżgura li l-oġġettivi, il-miri u l-għanijiet jintlaħqu fil-ħin, kif miftiehem qabel mas-superjuri diretti;

vi. Irid iżomm ruħu aġġornat fuq l-aderenza meħtieġa ma' Direttiva 8, Direttiva 4, u regolamenti oħra tal-PSMC, kif mistenni minn uffiċjal pubbliku;

vii. Marbut li jservi ta' mudell għall-oħrajn u lest li jagħmel sforz akbar għall-ġid tas-Servizz Pubbliku;

viii. Jimmira li jkun uffiċjal pubbliku eċċellenti b'kapaċità li jifforma parti minn tim li jwettaq il-kompiti meħtieġa;

ix. Jappoġġja l-bidliet li huma meħtieġa biex tinżamm tranżizzjoni bla xkiel fit-titjib kollu tas-sistemi li jeħtieġ li jiġu implimentati.

Responsabbiltajiet Oħra

i. Jipprovdi għajnuna klerikali lit-taqsimiet amministrattivi u tekniċi tad-dipartiment;

ii. Ifassal rapporti bażiċi, bħal statistika u kontenut relatat kif mitlub mill-amministrazzjoni filwaqt li jżomm sistema ta' preżentata aġġornata;

iii. Jirreġistra/iqassam korrispondenza, kif ukoll jirreġistra kif meħtieġ il-moviment tal-files f'databases eżistenti;

iv. Jirrispondi mistoqsijiet ġenerali mill-pubbliku u klijenti interni skont ir-regolamenti stabbiliti u l-istandards ta' kwalità eżistenti, linji gwida, struzzjonijiet u prassi ġenerali, taħt is-superviżjoni tal-uffiċjal li jaqa' taħtu.

General Responsibilities

i. Is committed towards an ongoing service of excellence founded on the four-pillar framework by giving a voice to all its customers, designing policies that address their needs and delivering a timely quality service sustained by accountability;

ii. Is bound to deliver a service of excellence to all customers forged on commitment to quality standards, integrity, respect, loyalty, trust, quality, impartiality and non-discrimination;

iii. Is committed to develop further in the skills and abilities for the advancement of a career in the Public Service;

iv. Is to maintain good vertical and horizontal communication using an empathic approach to deal with other team members;

v. Is to ensure the timely delivery of objectives, targets and goals as previously agreed with the direct superior;

vi. Is to keep abreast on the required adherence to Directive 8, Directive 4 and other PSMC regulations as expected of a public officer;

vii. Is committed to act as a role model for others and prepared to go the extra mile for the good of the Public Service;

viii. Aims at being an excellent public officer with an ability to form part of a team that delivers the required tasks;

ix. Is supportive of the changes that are required to maintain a smooth transition of all improvement of systems that need to be implemented.

Other Responsibilities

i. Provides clerical support to the administrative and technical branches of the department;

ii. Compiles basic reports such as statistical data or related content as required by management whilst keeping an updated filing system;

iii. Registers/distributes incoming and outgoing mail and records as necessary file movements in existing databases;

iv. Answers general queries and FAQ's from the general public and internal clients in accordance with existing regulations and quality standards, following guidelines, instructions and general practices, under the supervision of the immediate supervising officer;

v. Jagħmel xogħol ta' kaxxier fir-rigward ta' ammonti żgħar ta' flus bħal infiq relatat ma' servizzi ta' rutina;

vi. Jassumi responsabbiltà għal front facing u reception desks;

vii. Jappoġġja fis-superviżjoni ta' junior staff ieħor;

viii. Iżomm ruħu aġġornat ma' regolamenti bażiċi bħal dawk stabbiliti fl-Att dwar l-Amministrazzjoni Pubblika u l-Kodiċi Maniġerjali għas-Servizz Pubbliku (PSMC), kif ukoll iżomm ruħu aġġornat mal-benefiċċji offruti permezz ta' l-istess regolamenti lil uffiċjali pubbliċi;

ix. Jagħmel kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu, kif jista' jkun meħtieġ; u

x. Kwalunkwe dmir ieħor kif ordnat mis-Segretarju Permanenti u/jew is-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 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

v. Handles small amounts of cash such as fees relating to routine services;

vi. Assumes responsibility for front facing and reception desks;

vii. Supports in the supervision of other junior staff;

viii. Keeps abreast of such basic regulations as those outlined in the Public Administration Act (PAA) and the Public Service Management Code (PSMC), whilst keeping adjourned on benefits offered through the same to public officers;

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

x. Any other duties as directed by the Permanent Secretary and/or 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 abovementioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan Identità 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. Mhux inqas minn sittax-il (16) sena;

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

iv. eliġibbli f'waħda mill-kategoriji ta' hawn taħt (a, b, c jew d):

a. fil-pussess ta' kwalifika li turi li għaddew (mill-inqas fi Grad 5 fil-każ tal-eżamijiet taċ-ĊES, u Grad C jew 4 fil-każ tal-eżamijiet tal-Edexcel (London) jew livell komparabbli) f'ħames (5) suġġetti f'Livell 3 tal-MQF jew ogħla, u ċertifikat f'Livell 3 tal-MQF jew ogħla fl-IT Office Application Skills (*);

JEW

b. fil-grad ta 'Assistent Skrivan, li l-ħatra tiegħu/tagħha ġiet ikkonfermata u li għandu/ha tliet (3) snin servizz sodisfaċenti fil-grad;

JEW

c. fil-pussess ta' School Leaving Certificate f'Livell 3 tal-MQF jew ogħla u kwalifika li turi li għaddew (mill-inqas fi Grad 5 fil-każ tal-eżamijiet taċ-ĊES, u Grad C jew 4 fil-każ tal-eżamijiet tal-Edexcel (London) jew livell komparabbli) f'żewġ (2) suġġetti oħra f'Livell 3 tal-MQF jew ogħla, u ħames (5) snin servizz sodisfaċenti jaqdu dmirijiet għas-Servizz Pubbliku;

JEW

d. fil-pussess ta' kwalifika li turi li għaddew (mill-inqas fi Grad 5 fil-każ tal-eżamijiet taċ-ĊES, u Grad C jew 4 fil-każ tal-eżamijiet tal-Edexcel (London) jew livell komparabbli) fi tliet (3) suġġett f'Livell 3 tal-MQF jew ogħla, u ħames (5) snin servizz sodisfaċenti jaqdu dmirijiet għas-Servizz Pubbliku.

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 Identità 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. Not less than sixteen (16) years of age;

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

iv. Eligible in terms of one of the following categories (a, b, c or d):

a. having a pass (at least at Grade 5 in the case of SEC examinations, and Grade C or 4 in the case of Edexcel (London) examinations or a comparable level) in five (5) subjects at MQF level 3 or higher, and a certificate at MQF Level 3 or higher in IT Office Application Skills (*);

OR

b. in the grade of Assistant Clerk, whose appointment has been confirmed and having three (3) years' satisfactory service in the grade;

OR

c. having a School Leaving Certificate equivalent to MQF Level 3 or higher and a pass (at least at Grade 5 in the case of SEC examinations, and Grade C or 4 in the case of Edexcel (London) examinations or a comparable level) in an additional two (2) subjects at MQF level 3 or higher, and five (5) years satisfactory service carrying out duties for the Public Service;

OR

d. having a pass (at least at Grade 5 in the case of SEC examinations, and Grade C or 4 in the case of Edexcel (London) examinations or a comparable level) in three (3) subjects at MQF level 3 or higher, and five (5) years satisfactory service carrying out duties for the Public Service.

(*) qed jiġi kkjarifikat li b'referenza għall-IT Office Applications Skills, dan ikopri kwalunkwe kors komplut b'suċċess organizzat mill-Istitut għas-Servizzi Pubbliċi (IPS) jew f'livell 3 tal-MQF akkreditat mill-ICDL Malta (li qabel kienet ECDL Malta) jew mill-Malta Further and Higher Education Authority (MFHEA).

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi classy/linja ta' karriera differenti jew f'pożizzjoni definita, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 L-Applikanti li jaqgħu taħt il-kriterju ta' eliġibbiltà 4.1 (iv) (b) (c) jew (d) u li jinħatru fil-grad ta' Clerical Officer iridu jġibu prova li temmew kompletament u b'suċċess kors fl-IT Office Applications Skills organizzat mill-Istitut għas-Servizzi Pubbliċi (IPS) jew f'Livell 3 tal-MQF akkreditat mill-ICDL Malta (li qabel kienet ECDL Malta) jew mill-Malta Further and Higher Education Authority (MFHEA), fi żmien tnax-il (12) xahar mid-data tal-ħatra tagħhom.

4.3 (i) 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(ii) Kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

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.

(*) It is clarified that reference to IT Office Application Skills, covers any successfully completed course organized by the Institute for the Public Services (IPS) or at MQF level 3 accredited by ICDL Malta (previously ECDL Malta) or the Malta Further and Higher Education Authority (MFHEA).

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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

4.2 Applicants falling under eligibility criterion 4.1 (iv) (b) (c) or (d) and who are appointed in the grade of Clerical Officer must prove to have successfully completed a course in IT Office Application Skills organised by the Institute for the Public Services (IPS) or at MQF level 3 accredited by ICDL MALTA (previously ECDL Malta) or the Malta Further and Higher Education Authority (MFHEA), within twelve (12) months from their date of appointment.

4.3 (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 4.1 (iv) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

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

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.

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.

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.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

Any other eligibility requisites for the post must be met in terms of this call for applications.

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.

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.

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.

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.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

4.6 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

Sottomissjoni ta' Dokumentazzjoni

Submission of Supporting Documents

5.1(a) 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 tal-Portal tar-Reklutaġġ (https://recruitment.gov.mt).

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, flimkien ma' kopji tal-Performance Appraisals ta' l-aħħar tliet (3) snin fil-każ ta' applikanti li diġa' qed iservu fis-Servizz Pubbliku fil-klassi tas-Servizz Ġenerali, għandhom mingħajr eċċezzjoni, jintwerew waqt l-intervista.

5.2 Original certificates and/or testimonials, together with copies of the Performance Appraisals of the last three (3) years in the case of applicants who are serving officers in the General Service Class, are to be invariably produced for verification at the interview.

Proċeduri tal-Għażla

Selection Procedures

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%.

6.1 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 4.6 għandhom esperjenza ta' xogħol rilevanti u ppruvata.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.6 have proven relevant work experience.

Sottomissjoni tal-Applikazzjoni

7.1 L-Applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur (People Resourcing and Compliance), Diviżjoni dwar Nies u Standards, Uffiċċju tal-Prim Ministru, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** fuq (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornata (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-employment history). 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. Fil-każ ta' applikanti li mhumiex uffiċjali pubbliċi, li japplikaw taħt paragrafu 4.1 (iv) (c) jew 4.1 (iv) (d) hawn fuq, huma għandhom jipproduċu wkoll prova mill-HR function tal-ministeru/ministeri rilevanti fejn servew/qed iservu, li tikkonferma l-prestazzjoni sodisfaċenti tagħhom fis-Servizz Pubbliku ta' Malta għal mill-inqas perjodu ta' ħames (5) snin sa din id-data tal-għeluq tal-applikazzjonijiet. Id-dokumenti kollha mitluba għandhom jintbagħtu permezz tal-portal, f'format PDF. Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director (People Resourcing and Compliance), People and Standards Division, Office of the Prime Minister, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). 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 the case of applicants who are not public officers, applying under paragraph 4.1 (iv) (c) or 4.1 (iv) (d) above, they must also produce proof from the HR Function of the pertinent ministry/ministries where they served/are serving, attesting to their satisfactory performance in the Malta Public Service for at least a five (5) year period by this closing date of applications. All documents requested are to be uploaded through the portal, in PDF format. The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttur (People Resourcing and Compliance), Diviżjoni dwar Nies u Standards, Uffiċċju tal-Prim Ministru, 3, Pjazza 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-dipartiment/diviżjoni/direttorat huma (https://publicservice.gov.mt/en/people/Pages/Home.aspx) u (prc.opm@gov.mt).

Il-31 ta' Mejju, 2024

SERVIZZ PUBBLIKU TA' MALTA

Post ta' Junior Clerk fis-Servizz Pubbliku ta' Malta

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

1. Is-Segretarju Permanenti (Nies u Standards), Uffiċċju tal-Prim Ministru, tilqa' applikazzjonijiet ta' darba biss għas-sejħa għall-post ta' Junior Clerk fis-Servizz Pubbliku ta' Malta.

Termini u Kundizzjonijiet

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

2.2 Għall-konferma tal-ħatra tagħhom, dawk maħtura jridu jkunu temmew iż-żmien ta' prova tagħhom u jridu jkunu temmew b'suċċess il-kors ta' induzzjoni kif offrut mill-Istitut għas-Servizzi Pubbliċi.

2.3 Il-Junior Clerks iridu jsegwu course inhouse fl-IT Office Applications Skills wara l-ħatra.

2.4 Is-salarju ta' Junior Clerk huwa ta' Skala ta' Salarju 17, li fis-sena 2024 huwa ta' €14,963 fis-sena, li jiżdied b'€244.00 fis-sena sa massimu ta' €16,427.

2.5 Persuna fil-grad ta' Junior Clerk fi Skala ta' Salarju 17 titla' fi Skala ta' Salarju 16 (€16,130 x €263.00 - €17,708 fis-sena 2024) wara erba' (4) snin servizz fil-grad, u tkompli tiela' għal Skala ta 'Salarju 15 (€17,265 x €298.00 - €19,053 fis-sena 2024) wara erba' (4) snin servizz oħra fi Skala ta' Salarju 16, jekk tkun qdiet dmirha b'mod sodisfaċenti.

access to application forms and related details; retention of documents,

may be accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from Director (People Resourcing and Compliance), People and Standards Division, Office of the Prime Minister, 3 Castille Place, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address, and email address of the receiving department/division/directorate are (https://publicservice.gov.mt/en/people/Pages/Home.aspx) and (prc.opm@gov.mt).

31st May, 2024

MALTA PUBLIC SERVICE

Post of Junior Clerk in the Malta Public Service

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary (People and Standards) Office of the Prime Minister, invites applications for a one-time only call for the post of Junior Clerk in the Malta Public Service.

Terms and Conditions

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

2.2 For the confirmation of their appointment, appointees must conclude their probationary (trial period) and successfully complete the induction programme as organised by the Institute for the Public Services.

2.3 Junior Clerks will be obliged to follow an inhouse course in IT Office Applications Skills following appointment.

2.4 The salary for the post of Junior Clerk is Salary Scale 17, which in the year 2024 is equivalent to €14,963 per annum, rising by annual increments of €244.00 up to a maximum of €16,427.

2.5 A Junior Clerk in Salary Scale 17 will progress to Scale 16 (€16,130 x €263.00 - €17,708 in the year 2024) on completion of four (4) years service in the grade, and shall continue to progress to Salary Scale 15 (€17,265 x €298.00 - €19,053 in the year 2024) after a subsequent four (4) years service in Salary Scale 16, subject to satisfactory performance.

2.6 Junior Clerks li jiksbu pass (mill-inqas fi Grad 5 fil-każ tal-eżamijiet taċ-ĊES, u Grad C jew 4 fil-każ tal-eżamijiet tal-Edexcel (London) jew livell komparabbli) f'żewġ (2) suġġetti addizzjonali f'Livell 3 tal-MQF, ikunu awtomatikament eliġibbli biex joqogħdu għal intervista għall-grad ta' Clerical Officer fi Skala ta' Salarju 15 (€17,265 x €298.00 - €19,053 fis-sena 2024).

2.7 Junior Clerks li jtemmu b'suċċess il-kors rilevanti tat-TSI kif stabbilit mill-Istitut għas-Servizzi Pubblici jkunu awtomatikament eliġibbli biex joqogħdu għal intervista għall-grad ta' Clerical Officer fi Skala ta' Salarju 15 (€17,265 x €298.00 - €19,053 fis-sena 2024).

2.8 Il-postijiet allokati se jkunu strettament skont il-prijorità kif iddeterminat mill-amministrazzjoni, għal perjodu minimu ta' sentejn (2) qabel ma jkunu jistgħu jintalbu trasferimenti. Tali postijiet ikunu suġġetti għad-disponibbiltà ta' postijiet vakanti.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Junior Clerk jinkludu li:

Responsabbiltajiet Ġenerali

i. Kommess lejn servizz ta' eċċellenza kontinwu, ibbażat fuq il-qafas tal-erba' pilastri billi jagħti vuċi lill-klijenti kollha tiegħu, ifassal politiki li jindirizzaw il-ħtiġiet tagħhom u jipprovdi servizz ta' kwalità f'waqtu sostnut mir-responsabbiltà;

ii. Marbut li jagħti servizz ta' eċċellenza lill-klijenti kollha msawwar fuq l-impenn lejn l-istandards ta' kwalità, l-integrità, ir-rispett, il-lealtà, il-fiduċja, il-kwalità, l-imparzjalità u mingħajr diskriminazzjoni;

iii. Jintrabat li jiżviluppa aktar fil-ħiliet u l-abbiltajiet għall-avvanz ta' karriera fis-Servizz Pubbliku;

iv. Irid iżomm komunikazzjoni vertikali u orizzontali tajba billi jkun empatiku ma' membri oħra tat-tim;

v. Jiżgura li l-oġġettivi, il-miri u l-għanijiet jintlaħqu fil-ħin, kif miftiehem qabel mas-superjuri diretti;

vi. Irid iżomm ruħu aġġornat fuq l-aderenza meħtieġa ma' Direttiva 8, Direttiva 4, u regolamenti oħra tal-PSMC, kif mistenni minn uffiċjal pubbliku;

vii. Marbut li jservi ta' mudell għall-oħrajn u lest li jagħmel sforz akbar għall-ġid tas-Servizz Pubbliku;

2.6 Junior Clerks who obtain a pass (at least at Grade 5 in the case of SEC examinations, and Grade C or 4 in the case of Edexcel (London) examinations or a comparable level) in an additional two (2) subjects at MQF Level 3, shall automatically be eligible to sit for an interview for the grade of Clerical Officer in Salary Scale 15 (€17,265 x €298.00 - €19,053 in the year 2024).

2.7 Junior Clerks who successfully complete the relevant TSI course as established by the Institute for Public Services shall automatically be eligible to sit for an interview for the grade of Clerical Officer in Salary Scale 15 (€17,265 x €298.00 - €19,053 in the year 2024).

2.8 Postings will be strictly in priority areas as determined by the administration for a minimum period of two (2) years before transfers to other areas may be requested by the employee. Such postings will be subject to availability of vacancies.

Duties

3. The job duties for the post of Junior Clerk include:

General Responsibilities

i. Is committed towards an ongoing service of excellence founded on the four-pillar framework by giving a voice to all its customers, designing policies that address their needs and delivering a timely quality service sustained by accountability;

ii. Is bound to deliver a service of excellence to all customers forged on commitment to quality standards, integrity, respect, loyalty, trust, quality, impartiality and non-discrimination;

iii. Is committed to develop further in the skills and abilities for the advancement of a career in the Public Service;

iv. Is to maintain good vertical and horizontal communication using an empathic approach to deal with other team members;

v. Is to ensure the timely delivery of objectives, targets and goals as previously agreed with the direct superior;

vi. Is to keep abreast on the required adherence to Directive 8, Directive 4 and other PSMC regulations as expected of a public officer;

vii. Is committed to act as a role model for others and prepared to go the extra mile for the good of the Public Service;

viii. Jimmira li jkun uffiċjal pubbliku eċċellenti b'kapaċità li jifforma parti minn tim li jwettaq il-kompiti meħtieġa;

ix. Jappoġġja l-bidliet li huma meħtieġa biex tinżamm tranżizzjoni bla xkiel fit-titjib kollu tas-sistemi li jeħtieġ li jiġu implimentati.

Responsabbiltajiet Oħra

i. Jieħu ħsieb każijiet skont ir-regolamenti stabbiliti, skont l-istruzzjonijiet mogħtija lilu jew skont il-prassi ġenerali; l-eżaminar u l-iċċekkjar ta' accounts u claim returns sempliċi; il-preparazzjoni ta' returns, accounts jew statistika skont formola stabbilita; il-preparazzjoni ta' drafts jew sommarju ta' rapporti; il-ġbir ta' informazzjoni u materjal għall-kunsiderazzjoni tas-superjuri tiegħu;

ii. Xogħol ta' kaxxier u ż-żamma ta' rekords relattivi; żamma ta' rekords tal-irċevuti u materjal ta' stores;

iii. Ikkupjar, ittajpjar, iffajljar, iħaddem għodda tal-uffiċini u kompjuters u xogħol ħafif mekkaniku fl-uffiċċju;

iv. Jista' jkun abbinat ma' uffiċċji tekniċi jew professjonali fuq dmirijiet klerikali jew ta' accounts;

v. Jirċievi u jibgħat messaġġi bit-telefown;

vi. Jista' jintalab jilqa' lill-pubbliku, jagħti tagħrif u jittratta l-ilmenti;

vii. Jagħmel kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

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

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 leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

viii. Aims at being an excellent public officer with an ability to form part of a team that delivers the required tasks;

ix. Is supportive of the changes that are required to maintain a smooth transition of all improvement of systems that need to be implemented.

Other Responsibilities

i. Deals with cases in accordance with well-defined regulations, instructions or general practice; scrutinises, checks and cross-checks straightforward accounts and claims returns; prepares returns; accounts or statistics in a prescribed form; prepares drafts and prècis; collects material for consideration;

ii. Collects and pays cash and keeps relative records; keeps records of the receipt and issue of stores;

iii. Copies, types, files, operates office machinery and computer workstations and undertakes minor mechanical office work;

iv. May be attached to professional or technical offices for clerical and other accounting duties;

v. Receives/relays telephone messages;

vi. May be required to man public counters or reception desks, to answer queries and handle complaints;

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

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

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 Identità 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. Mhux inqas minn sittax (16)-il sena;

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

iv. Eliġibbli f'waħda mill-kategoriji t'hawn taħt (a, b jew c):

a. fil-pussess ta' kwalifika li turi li għaddew (mill-inqas fi Grad 5 fil-każ tal-eżamijiet taċ-ĊES, u Grad C jew 4 fil-każ tal-eżamijiet tal-Edexcel (London) jew livell komparabbli) fi tliet (3) suġġetti f'Livell 3 tal-MQF jew ogħla;

JEW

b. fil-pussess ta' School Leaving Certificate f'Livell 3 tal-MQF jew ogħla u kwalifika li turi li għaddew (mill-inqas fi Grad 5 fil-każ tal-eżamijiet taċ-ĊES, u Grad C jew 4 fil-każ tal-eżamijiet tal-Edexcel (London) jew livell komparabbli) f'żewġ (2) suġġetti oħra f'Livell 3 tal-MQF jew ogħla;

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 abovementioned 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 Identità 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. Not less than sixteen (16) years of age;

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

iv. Eligible in terms of one of the following categories (a, b or c):

a. having a pass (at least at Grade 5 in the case of SEC examinations, and Grade C or 4 in the case of Edexcel (London) examinations or a comparable level) in three (3) subjects at MQF level 3 or higher;

OR

b. having a School Leaving Certificate equivalent to MQF Level 3 or higher and a pass (at least at Grade 5 in the case of SEC examinations, and Grade C or 4 in the case of Edexcel (London) examinations or a comparable level) in an additional two (2) subjects at MQF level 3 or higher;

JEW

c. fil-pussess ta' School Leaving Certificate f'Livell 3 tal-MQF jew ogħla u kwalifika li turi li għaddew (mill-inqas fi Grad 5 fil-każ tal-eżamijiet taċ-ĊES, u Grad C jew 4 fil-każ tal-eżamijiet tal-Edexcel (London) jew livell komparabbli) f'suġġett (1) ieħor f'Livell 3 tal-MQF jew ogħla, u mill-inqas tliet (3) snin servizz sodisfaċenti jaqdu dmirijiet għas-Servizz Pubbliku.

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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

4.2 (i) 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

(ii) Kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

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.

OR

c. having a School Leaving Certificate equivalent to MQF Level 3 or higher and a pass (at least at Grade 5 in the case of SEC examinations, and Grade C or 4 in the case of Edexcel (London) examinations or a comparable level) in an additional one (1) subject at MQF level 3 or higher, and at least three (3) years satisfactory service carrying out duties for the Public Service.

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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

4.2 (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 4.1 (iv) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

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

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.

Kwalunkwe kriterju ieħor ta' eliġibbiltà għall-post irid jiġi sodisfatt skont din is-sejħa għall-applikazzjonijiet.

4.4 Uffiċjali pubbliċi li bħalissa għandhom ħatra bħala Uffiċjal fil-Grad huma kkunsidrati fuq bażi personali li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/ pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

4.5 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 (People Resourcing and Compliance), Diviżjoni dwar Nies u Standards, Uffiċċju tal-Prim Ministru, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss**

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Public officers who currently hold an appointment as Officer in Grade are considered on a personal basis to pertain to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

4.5 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

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 (People Resourcing and Compliance), People and Standards Division, Office of the Prime Minister, through the online Government Recruitment Portal **only**

(https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-employment history). 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. Fil-każ ta' applikanti li mhumiex uffiċjali pubbliċi, li japplikaw taħt paragrafu 4.1 (iv) (c) hawn fuq, huma għandhom jipproduċu ukoll prova mill-HR function tal-ministeru/ministeri rilevanti fejn servew/qed iservu, li tikkonferma l-prestazzjoni sodisfaċenti tagħhom fis-Servizz Pubbliku ta' Malta għal mill-inqas perjodu ta' tliet (3) snin sa din id-data tal-għeluq tal-applikazzjonijiet. Id-dokumenti kollha mitluba għandhom jintbagħtu permezz tal-portal, f'format PDF. Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Pr ovisions_MT.pdf) jew jinkisbu mid-Direttur

(https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). 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 the case of applicants who are not public officers, applying under paragraph 4.1 (iv) (c) above, they must also produce proof from the HR Function of the pertinent ministry/ministries where they served/are serving, attesting to their satisfactory performance in the Malta Public Service for at least a three (3) year period by this closing date of applications. All documents requested are to be uploaded through the portal, in PDF format. The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from Director

(People Resourcing and Compliance), Diviżjoni dwar Nies u Standards, Uffiċċju tal-Prim Ministru, 3, Pjazza 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-dipartiment/diviżjoni/direttorat huma (https://publicservice.gov.mt/en/people/Pages/Home.aspx) u (prc.opm@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦALL-INTERN, IS-SIGURTÀ U X-XOGĦOL

Post ta' Assistant Manager (Riżorsi Umani) fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol

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

1. Is-Segretarju Permanenti, Ministeru għall-Intern, is-Sigurtà u x-Xogħol, tilqa' applikazzjonijiet għall-post ta' Assistant Manager (Riżorsi Umani) fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol.

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Assistant Manager (Riżorsi Umani) huwa ta' Skala ta' Salarju 11, li fis-sena 2024 hija ekwivalenti għal €22,642.98 fis-sena, li jiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €24,894.

2.4 Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 11 titla' għal Skala 10, li fis-sena 2024 hija ekwivalenti għal €24,085.98 fis-sena, li jiżdied b'żidiet annwali ta' €407.67 sa massimu ta' €26,532 wara tliet (3) snin servizz bħala Assistant Manager fi Skala ta' Salarju 11, jekk tkun qdiet dmirha b'mod sodisfaċent

2.5 Il-persuni maħtura jkunu intitolati wkoll għall-ħlas ta' allowance tal-klassi annwali ta' €500, suġġett għal xogħol sodisfaċenti.

2.6 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

(People Resourcing and Compliance), People and Standards Division, Office of the Prime Minister, 3, Castille Place, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address, and email address of the receiving department/division/directorate are (https://publicservice.gov.mt/en/people/Pages/Home.aspx) and (prc.opm@gov.mt).

31st May, 2024

MINISTRY FOR HOME AFFAIRS, SECURITY AND EMPLOYMENT

Post of Assistant Manager (Human Resources) in the Ministry for Home Affairs, Security and Employment

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Home Affairs, Security and Employment, invites applications for the post of Assistant Manager (Human Resources) in the Ministry for Home Affairs, Security and Employment.

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 2024 is equivalent to €22,642.98 per annum, rising by annual increments of €375.17 up to a maximum of €24,894.

2.4 An Assistant Manager in Salary Scale 11, which will progress to Scale 10 (€24,085.98 x €407.67 - €26,532) in the year 2024 on completion of three (3) years service as Assistant Manager in Salary Scale 11, subject to satisfactory performance.

2.5 Appointees will also be entitled to the payment of an annual class allowance of €500, subject to satisfactory performance.

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

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

2.7 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;

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

2.7 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. 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;

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 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

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. 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 abovementioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan Identità 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' 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 jew f'oqsma rilevanti kif determinat mill-maniġment.

*Kwalifika rikonoxxuta komparabbli ma' 60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċettata 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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

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

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn

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 Identità 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 Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits or equivalent*) in Work and Human Resources Management or Training and Development or 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, or in relevant areas as determined by management.

*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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

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

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than

dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 4.4 għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tat-Taqsima Riżorsi Umani, Ministeru

that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level by the closing time and date of the call for applications. 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).

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 iii or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

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 4.4, 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,

għall-Intern, is-Sigurtà u x-Xogħol, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mit-Taqsima tar-Riżorsi Umani, Ministeru għall-Intern, is-Sigurtà u x-Xogħol, 201, Triq id-Dejqa, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Security and Employment, 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 Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the Human Resources Section, Ministry for Home Affairs, Security and Employment, 201, Triq id-Dejqa, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

Is-sit elettroniku u l-indirizz elettroniku tal-Ministeru huma (www.homeaffairs.gov.mt) u (recruitment.mhse@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

Post ta' Assistant Manager mal-Kummissjoni Permanenti Kontra l-Korruzzjoni fi ħdan il-Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

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

1. Is-Segretarju Permanenti, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, jilqa' applikazzjonijiet għall-post ta' Assistant Manager biex iwettaq dmirijiet mal-Kummissjoni Permanenti Kontra l-Korruzzjoni (PCAC) fi ħdan il-Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni.

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Assistant Manager li jidħol fil-grad bir-rekwiżiti tal-eliġibbiltà ta' paragrafu 4.1 (iii) (a) jew (iii) (c) huwa ta' Skala ta' Salarju 12, li fis-sena 2024 huwa ta' €21,236.00 fis-sena, li jiżdied bi €354.00 fis-sena sa massimu ta' €23,360.00.

2.4 Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 12 titla' għal Skala ta' Salarju 11, li fis-sena 2024 hija ekwivalenti għal €22,642.98 fis-sena, li jiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €24,894.00, mal-kisba ta' Diploma fil-Livell 5 tal-MQF kif imsemmija fil-paragrafu 4.1(iii) (b).

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 2024 hija ekwivalenti għal €24,085.98 fis-sena, li jiżdied b'żidiet annwali ta' €407.67 sa massimu ta' €26,532.00 wara tliet (3) snin servizz bħala Assistant Manager fi Skala ta' Salarju 11, jekk tkun qdiet dmirha b'mod sodisfaċenti.

The website address and email address of the receiving Ministry are (www.homeaffairs.gov.mt) and (recruitment.mhse@gov.mt).

31st May, 2024

MINISTRY FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

Post of Assistant Manager at the Permanent Commission Against Corruption (PCAC) within the Ministry for Justice and Reform of the Construction Sector

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Justice and Reform of the Construction Sector, invites applications for the post of Assistant Manager to perform duties at the Permanent Commission Against Corruption (PCAC) within the Ministry for Justice and Reform of the Construction Sector.

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 2024 is equivalent to €21,236.00 per annum, rising by annual increments of €354.00 up to a maximum of €23,360.00.

2.4 An Assistant Manager in Salary Scale 12 will progress to Salary Scale 11, which in the year 2024 is equivalent to €22,642.98 per annum, rising by annual increments of €375.17 up to a maximum of €24,894.00, on attainment of the MQF Level 5 Diploma referred to in paragraph 4.1 (iii) (b).

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 2024 is equivalent to €24,085.98 per annum, rising by annual increments of €407.67 up to a maximum of €26,532.00 on completion of three (3) years service as Assistant Manager in Salary Scale 11, subject to satisfactory performance.

2.6 Il-persuni maħtura jkunu intitolati wkoll għall-ħlas annwali ta' allowance tal-klassi ta' €500, suġġett għal xogħol sodisfaċenti.

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, 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 jinkludu li:

i. Jesegwixxi l-politika tal-Kummissjoni fuq firxa wiesgħa ta' attivitajiet u servizzi pprovduti mill-Kummissjoni;

ii. Jikkordina t-tħejjijiet loġistiċi u organizzattivi, kif meħtieġ, għal avvenimenti, attivitajiet u laqgħat organizzati mill-Kummissjoni;

iii. Jaqdi lill-membri tal-pubbliku u jindirizza l-mistoqsijiet tagħhom;

iv. Jiġbor l-informazzjoni u jxerred skont kif meħtieġ u xieraq;

v. Jorganizza, iqassam u jaħżen il-posta, paperwork, dokumenti u informazzjoni bbażata fuq il-kompjuter;

vi. Jikkordina l-laqgħat kif meħtieġ mis-superjur tiegħu/tagħha, jirreġistra minuti dettaljati u jippreżentahom bħala rapporti komprensivi lill-Kummissjoni;

vii. Jiskennja, jikkataloga, jindika u jaħżen b'mod sigur diversi dokumenti kunfidenzjali tal-Kummissjoni;

viii. Jutilizza varjetà ta' pakketti ta' software, biex jipproduċi korrispondenza u dokumenti u jżomm aġġornati preżentazzjonijiet, rekords, spreadsheets u databases;

ix. Jipprovdi appoġġ u jiżgura li d-dokumenti u r-reġistrazzjonijiet vokali jiġu rreġistrati f'sistema diġitali u maħżuna f'post sigur;

x. Jaġġorna kontinwament databases, siti online u sistemi oħra tal-IT;

xi. Jiżgura li kwalunkwe reġistrazzjonijiet u sistemi diġitali jkunu qed jaħdmu;

2.6 Appointees will also be entitled to the payment of an annual class allowance of €500, subject to satisfactory performance.

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 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 include:

i. Executes the Commission's policy across a broad spectrum of activities and services provided by the Commission;

ii. Coordinates logistical and organisational preparations, as required, for events, activities and meetings organised by the Commission;

iii. Deals with members of the public and addresses their queries;

iv. Gathers information and disseminates as accordingly to the appropriate channels;

v. Organises, sorts out and stores incoming post, paperwork, documents and computer-based information;

vi. Coordinates meetings as needed by his/her superior, records detailed minutes and presents them as comprehensive reports to the Commission;

vii. Scans, catalogues, indexes and securely stores diverse confidential documents at the Commission;

viii. Utilises a variety of software packages, to produce correspondence and documents and maintain presentations, records, spreadsheets and databases;

ix. Provides support and ensures that documents and voice recording are recorded in a digital system and stored in a safe place;

x. Continuously updates databases, websites and other IT systems;

xi. Ensures that any recordings and digital systems are up and running;

xii. Jipprovdi assistenza fid-dmirijiet amministrattivi ġenerali kif assenjati mill-Kummissjoni;

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 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 Identità skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

xii. Provides assistance with general administrative duties as assigned by the Commission;

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 citizen 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 abovementioned 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 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 National and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the Unite 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 Identità 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.

ii. ikunu profiċjenti fil-lingwa Maltija u fil-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-Public Policy, jew Diplomatic Studies, jew Ekonomija, jew International Affairs, jew International Relations, jew Studji Ewropej, jew Studji Mediterranji, jew Social Policy, jew Soċjoloġija, jew Project Management, jew Politics and Governance, jew Management Studies, jew Business Administration, jew Strategic Management, jew Evidence-based Management, jew Quality Assurance Management, jew Creativity and Innovation, jew Commerce, jew f'oqsma rilevanti kif determinat mill-maniġment.

JEW

b. fil-pussess ta' Diploma rikonoxxuta komparabbli fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fil-Public Policy, jew Diplomatic Studies, jew Ekonomija, jew International Affairs, jew International Relations, jew Studji Ewropej, jew Studji Mediterranji, jew Social Policy, jew Soċjoloġija, jew Project Management, jew Politics and Governance, jew Management Studies, jew Business Administration, jew Strategic Management, jew Evidence-based Management, jew Quality Assurance Management, jew Creativitiy and Innovation, jew Commerce, jew f'oqsma rilevanti kif determinat mill-maniġment.

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: Ingliż jew Ekonomija) jew kwalifika komparabbli pertinenti rikonoxxuta.

JEW

(ii) fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat (li jrid jinkludi wieħed (1) minn dawn is-suġġetti: Ingliż jew Ekonomija).

*Kwalifika rikonoxxuta komparabbli ma' 120/60 krettu ECTS/ECVET, hekk kif applikabli, hija aċċettata 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-

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. proficient 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, equivalent*) in Public Policy, or Diplomatic Studies, or Economics, or International Affairs, or International Relations, or European Studies, or Mediterranean Studies, or Social Policy, or Sociology, or Project Management, or Politics an Governance, or Management Studies, or Business Administration, or Strategic Management, or Evidence-based Management, or Quality Assurance Management, or Creativity and Innovation, or Commerce, or in relevant areas a determined by management.

OR

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, equivalent*) in Public Policy, or Diplomatic Studies, or Economics, or International Affairs, or International Relations, or European Studies, or Mediterranean Studies, or Social Policy, or Sociology, or Project Management, or Politics an Governance, or Management Studies, or Business Administration, or Strategic Management, or Evidence-based Management, or Quality Assurance Management, or Creativity and Innovation, or Commerce, or in relevant areas a determined by management.

OR

c. (i) In possession of two (2) subjects at Advanced Level and three (3) subjects at Intermediate Matriculation Level (which must include two (2) of the following subjects: English or Economics) or a recognised pertinent comparable qualification.

OR

(ii) In possession of three (3) subjects at Advanced Level (which must include one (1) of the following subjects: English or Economics).

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

ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. 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 Intermedju 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-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) Kandidati li għadhom ma kisbux formalment l-ebda waħda mill-kwalifiki msemmija hawn fuq xorta jiġu kkunsidrati. Dawn il-kandidati għandhom jissottomettu evidenza li ġew approvati għall-għoti tal-kwalifika inkwistjoni.

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw

in a different class/career stream or in a definite position, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. 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 Advance 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 attainment 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 stipulated in the document entitled 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

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

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements i respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable t this call for applications (see link below).

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 iii (a) to 4.1 iii (c) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public

minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttorat għas-Servizzi Korporattivi, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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.

Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority no earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

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 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Corporate Services Directorate, Ministry for Justice and Reform of the Construction Sector, 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 Time) of Monday, 17th June, 2024. 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 moment 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.

Dispożizzjonijiet Ġenerali Oħra

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, Spinola Palace Business Centre, Livell 3, Triq San Kristofru, Il-Belt Valletta VLT 1464. 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.justice.gov.mt) u (recruitment.justice@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

Post ta' Manager I (Riżorsi Umani) fil-Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

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

1. Is-Segretarju Permanenti, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, jilqa' applikazzjonijiet għall-post ta' Manager I (Riżorsi Umani) fil-Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni.

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' probation/prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut

Other General Provisions

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

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the Corporate Services Directorate, Ministry for Justice and Reform of the Construction Sector, Spinola Palace Business Centre, Level 3, Triq San Kristofru, Valletta VLT 1464. 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.justice.gov.mt) and (recruitment.justice@gov.mt).

31st May, 2024

MINISTRY FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

Post of Manager I (Human Resources) in the Ministry for Justice and Reform of the Construction Sector

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Justice and Reform of the Construction Sector, invites applications for the post of Manager I (Human Resources) in the Ministry for Justice and Reform of the Construction Sector.

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

mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju ta' Manager I (Riżorsi Umani) huwa ta' Skala ta' Salarju 10, li fl-2024 huwa ekwivalenti għal €24,085.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €26,532.00.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7, li fis-sena 2024 huwa ekwivalenti għal €28,855.98 fis-sena, li jiżdied b'€531.17 fis-sena sa massimu ta' €32,043.00 wara tmien (8) snin servizz bħala Manager I fi Skala ta' Salarju rispettiv, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Persuna fil-grad ta' Manager I (Skala ta' Salarju 10) li jikseb kwalifika ta' Master's rikonoxxut fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) f'oqsma rilevanti kif determinat mill-Maniġment għandha titqiegħed fi Skala ta' Salarju 9 li fis-sena 2024 huwa ekwivalenti għal €25,589.02 fis-sena, li jiżdied b'€447.33 fis-sena sa massimu ta' €28,273.00 u tavvanza għal Skala ta' Salarju 8 li fis-sena 2024 huwa ekwivalenti għal €27,179.02 fis-sena, li jiżdied b'€486.83 fis-sena sa massimu ta' €30,100.00 wara sentejn (2) servizz sodisfaċenti bħala Manager I (Skala ta' Salarju 9).

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

2.6 Persuna fil-grad ta' Manager I (Skala ta' Salarju 8) se jkompli javvanza javvanza għal Skala ta' Salarju 7, li fis-sena 2024 huwa ekwivalenti għal €28,855.98 fis-sena, li jiżdied b'€531.17 fis-sena sa massimu ta' €32,043.00 wara sentejn (2) servizz sodisfaċenti bħala Manager I (Skala ta' Salarju 8).

2.7 Il-persuni maħtura jkunu intitolati wkoll għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 10% tas-salarju bażiku tagħhom u ħlas annwali ta' allowance tal-klassi ta' €750, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-Amministrazzjoni Ċentrali li jkunu fis-seħħ minn żmien għal żmien.

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

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 (Human Resources) is Salary Scale 10, which in year 2024 is equivalent to €24,085.98 per annum, rising by annual increments of €407.67 up to a maximum of €26,532.00.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7, which in the year 2024 is equivalent to €28,855.98 per annum, rising by annual increments of €531.17 to a maximum of €32,043.00 on completion of eight (8) years of service as Manager I in the respective Salary Scale, subject to satisfactory performance.

2.5 A Manager I (Salary Scale 10) who obtains a recognised Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in relevant areas as determined by management shall be placed in Salary Scale 9, which in year 2024 is equivalent to €25,589.02 per annum, rising by annual increments of €447.33 up to a maximum of €28,273.00, and will progress to Salary Scale 8, which in year 2024 is equivalent to €27,179.02 per annum, rising by annual increments of €486.83 up to a maximum of €30,100.00 after two (2) years satisfactory service as Manager I (Salary Scale 9).

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

2.6 A Manager I (Salary Scale 8) will further progress to Salary Scale 7, which in year 2024 is equivalent to €28,855.98 per annum, rising by annual increments of €531.17 up to a maximum of €32,043.00 after two (2) years of satisfactory service as Manager I (Salary Scale 8).

2.7 Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 10% of their basic salary and a payment of an annual class allowance of €750, subject to satisfactory performance and subject to Central Administration's policies in force from time to time.

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 Human Resources, in accordance with established vacancies.

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

Dmirijiet

3.1 L-oġġettivi tal-post huma li jappoġġaw il-funzjonijiet kollha tal-immaniġġjar tar-Riżorsi Umani inkluż l-ippjanar tar-Riżorsi Umani, konformità tal-proċessi delegati u mmaniġjar tal-ġestjoni tar-rekords/data/statistika aġġornati tal-impjegati li fuqhom jittieħdu d-deċizjonijiet Strateġiċi tar-Riżorsi Umani. Dan ir-rwol huwa kumplimentari għal dak tal-People Management.

3.2 Id-dmirijiet għal dan il-post ta' Manager I (Riżorsi Umani) jinkludu li:

i. Jappoġġja lis-superjur bil-monitoraġġ tal-funzjonijiet delegati tal-politiki, il-programmi u l-prattiki kollha tar-riżorsi umani biex tiġi żgurata l-konformità mal-politiki ċentrali fil-Ministeru kollu;

ii. Jassisti lis-superjur fit-twettiq ta' dmirijiet relatati mar-reklutaġġ, il-promozzjonijiet u l-progressjonijiet tal-impjegati kif u meta meħtieġ;

iii. Jassisti fil-ħolqien tal-listi ta' kontroll u l-Proċeduri Operattivi Standard biex tittejjeb l-aderenza mal-proċessi, il-proċeduri u r-regolamenti biex jitnaqqsu r-riskji ta' nuqqas ta' konformità;

iv. Jikkordina u jwettaq kontrolli ta' konformità kostanti u regolari biex jiżgura li l-politiki stabbiliti jkunu qed jiġu osservati, u jsegwi l-implimentazzjoni f'waqtha tal-miżuri korrettivi meħtieġa;

v. Jassisti s-superjuri fl-allinjament bejn l-istrateġija tar-Riżorsi Umani u l-għanijiet tan-negozju, jikkontribwixxi għall-Analiżi tal-Ħtiġiet ta' Taħriġ u jappoġġja programmi ta' ġestjoni tat-tibdil;

vi. Jikkordina u jipparteċipa fil-ġbir ta' data relatata mar-rekords tar-Riżorsi Umani tal-Ministeru billi jutilizza s-sistemi standard tad-data korporattiva Dakar HR għad-dħul, l-inkjesta u r-rappurtar tad-data;

vii. Jikkollabara mal-kapijiet tal-Ministeru biex jiżgura l-implimentazzjoni u l-konformità sħiħa tal-istqarrijiet tal-prestazzjoni u jieħu l-azzjoni meħtieġa biex jiżgura li l-perjodi ta' żmien jiġu osservati b'mod strett;

viii. Jiffaċilita l-proċess ta' reklutaġġ tal-Ministeru inklużi l-abbozzi, l-ipproċessar u l-ħruġ ta' sejħiet għall-applikazzjonijiet, isegwi l-proċedura meħtieġa kif deskritta u ggwidata minn politiki, regolamenti prevalenti u d-Diviżjoni dwar Nies u Standards;

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

Duties

3.1 The objectives of the post are to support all Human Resources management functions including HR Planning, compliance with delegated processes and the management of updated employee records/data/statistics upon which Strategic Human Resources Management decisions are taken. The role is complementary to that of People Management.

3.2 The job duties for the post of Manager I (Human Resources) include:

i. Supports the superior with the monitoring of delegated functions of all human resources policies, programmes, and practices to ensure compliance with central policies across the Ministry;

ii. Assists the superior in performing duties related to the recruitment, promotions and progressions of employees as and when required;

iii. Assists in creating the checklists and Standard Operating Procedures to improve adherence to processes, procedures and regulations to reduce risks of lack of compliance;

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

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

vi. Coordinates and participates in the collations of data related to human resources records of the Ministry by utilising the standard Dakar HR Corporate data systems for data entry, enquiry and reporting;

vii. Liaises with the heads of the Ministry to ensure implementation and full compliance of performance appraisals and takes the necessary action to ensure that timeframes are strictly adhered to;

viii. Facilitates the Ministry's recruitment process including the drafts, processing and issuing of calls for applications, follows the necessary procedure as outlined and guided by prevailing policies, regulations and the People and Standards Division.

ix. Jappoġġja u jikkompila l-ħidma meħtieġa dwar id-data/finanzjarja meta jkun meħtieġ għal negozjati mat-trade unions;

x. Jassisti fit-tħejjija u l-qsim tad-data, u jikkordina mal-IPS għall-induzzjoni ta' impjegati ġodda jew impjegati oħra li jeħtieġu żvilupp wara riżultati tal-evalwazzjoni tal-prestazzjoni kif ukoll jikkordina l-orjentazzjoni interministerjali kif meħtieġ;

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

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

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

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 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

ix. Supports and prepares all the required data/financial workings in case of negotiations;

x. Assists in the preparation and sharing of data, and coordinates with IPS for the induction of new or other employees who require development following results of performance appraisals as well as coordinates the inter-ministry orientation as necessary;

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

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

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

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 abovementioned 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 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

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 Identità skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

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

ii. ikunu profiċjenti fil-lingwa Maltija u fil-lingwa Ingliża.

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 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 f'oqsma rilevanti kif determinat mill-maniġment.

*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.

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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

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

(ii) 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

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 Identità should be sought as necessary in the interpretation of the above provisions.

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

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

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Work and Human Resources Management, or Training and Development, or Public Administration, or Public Management, or Corporate Governance and Leadership, or Leadership and Organisation Behaviour, or Management and Leadership, or Strategy, Leadership and Change Management, or Industrial Relation and Workplace Learning, or Business Administration, or in relevant areas as determined by the management.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to a 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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

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

(ii) 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

temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjonijiet

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttorat għas-Servizzi Korporattivi,

the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications. 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 pe provisions applicable to this call for applications (see link below).

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 (iii) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority no earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

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 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Corporate Services Directorate, Ministry for Justice

Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjon, Spinola Palace Business Centre, Livell 3, Triq San Kristofru, Il-Belt Valletta VLT 1464. Dawn id-diżpożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

and Reform of the Construction Sector, 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 Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees; renouncement of pending applications; 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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the Corporate Services Directorate, Ministry for Justice and Reform of the Construction Sector, Spinola Palace Business Centre, Level 3, Triq San Kristofru, Valletta VLT 1464. 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://www.justice.gov.mt) u (recruitment.justice@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

Post ta' Manager II mal-Kummissjoni Permanenti Kontra l-Korruzzjoni fi ħdan il-Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

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

1. Is-Segretarju Permanenti, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, jilqa' applikazzjonijiet għall-post ta' Manager II biex iwettaq dmirijiet mal-Kummissjoni Permanenti Kontra l-Korruzzjoni (PCAC) fi ħdan il-Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni.

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' probation/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 huwa ta' Skala ta' Salarju 7, li fl-2024 huwa ekwivalenti għal €28,855.98 fis-sena, li jiżdied b'€531.17 fis-sena sa massimu ta' €32,043.00.

2.4 Persuna fil-grad ta' Manager II fi Skala ta' Salarju 7 titla' fi Skala ta' Salarju 6, li fl-2024 huwa ekwivalenti għal €30,626.02 fis-sena, li jiżdied b' €596.33 fis-sena sa massimu ta' €34,204.00 fis-sena wara tliet (3) snin servizz bħala Manager II fi Skala ta' Salarju 7, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Persuna fil-grad ta' Manager II fi Skala ta' Salarju 7 li għandha kwalifika rikonoxxuta f'Livell 6 tal-MQF titla' fi Skala ta' Salarju 6, li fl-2024 huwa ekwivalenti għal €30,626.02 fis-sena, li jiżdied b'€596.33 fis-sena sa massimu ta' €34,204.00 fis-sena wara sitt (6) snin servizz bħala Manager II fi Skala ta' Salarju 7, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom u ħlas annwali ta' allowance tal-

The website address and email address of the receiving Directorate are (http://www.justice.gov.mt) and (recruitment.justice@gov.mt).

31st May, 2024

MINISTRY FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

Post of Manager II at the Permanent Commission Against Corruption (PCAC) within the Ministry for Justice and Reform of the Construction Sector

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Justice and Reform of the Construction Sector, invites applications for the post of Manager II to perform duties at the Permanent Commission Against Corruption (PCAC) within the Ministry for Justice and Reform of the Construction Sector.

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 is Salary Scale 7, which in the year 2024 is equivalent to €28,855.98 per annum, rising by annual increments of €531.17 up to a maximum of €32,043.00.

2.4 A Manager II in Salary Scale 7 will progress to Salary Scale 6 which in the year 2024 is equivalent to €30,626.02 per annum, rising by annual increments of €596.33 up to a maximum of €34,204.00 on completion of three (3) years service as Manager II in Salary Scale 7, subject to satisfactory performance.

2.5 A Manager II in Salary Scale 7 who is in possession of a recognised MQF Level 6 qualification, will progress to Salary Scale 6 which in the year 2024 is equivalent to €30,626.02 per annum, rising by annual increments of €596.33 up to a maximum of €34,204.00 on completion of six (6) years service as Manager II in Salary Scale 7, subject to satisfactory performance.

2.6 Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 15% of their basic salary and a payment of an annual class allowance

klassi ta' €2,000, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-Amministrazzjoni Ċentrali li jkunu fis-seħħ minn żmien għal żmien.

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, 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' Manager II jinkludu li:

i. Jieħu ħsieb l-operazzjonijiet ta' kuljum tal-Kummissjoni inkluż l-akkwist u l-finanzi;

ii. Jikkordina u jesegwixxi ħidmiet amministrattivi ta' kuljum inkluż il-ġbir ta' informazzjoni u t-tqassim tad-data lill-impjegati rispettivi;

iii. Jgħin fil-kumpilazzjoni ta' rapporti u data oħra;

iv. Jipprovdi appoġġ u pariri lill-Kummissjoni dwar l-inizjattivi tal-Ministeru speċjalment dawk relatati ma' miżuri baġitarji u miżuri ta' simplifikazzjoni;

v. Jiżgura komunikazzjoni effiċjenti mal-partijiet interessati rilevanti kollha u l-impjegati tal-Kummissjoni;

vi. Jgħin, jikkordina u jipparteċipa f'laqgħat regolari interni u esterni;

vii. Jissorvelja l-implimentazzjoni ta' databases u sistemi tal-IT ġodda;

viii. Jiżgura li d-dokumenti u r-reġistrazzjonijiet vokali jiġu rreġistrati fuq sistema diġitali u maħżuna skont il-leġiżlazzjoni tal-PCAC;

ix. Jissorvelja s-software użat għall-iskennjar, il-katalogar u l-indiċjar ta' diversi dokumenti;

x. Jiżgura konformità mal-politiki ċentrali fis-Servizz Pubbliku;

xi. Jipprovdi appoġġ waqt sessjonijiet informattivi/programmi ta' komunikazzjoni għas-Settur Pubbliku u l-pubbliku ġenerali;

xii. Jikkordina l-preparazzjoni loġistika u organizzattiva għat-taħriġ, il-laqgħat u l-avvenimenti organizzati mill-Kummissjoni;

of €2,000, subject to satisfactory performance and subject to Central Administration's policies in force from time to time.

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 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 Manager II include:

i. Manages the day-to-day operations of the Commission including procurement and finance;

ii. Coordinates and executes daily administrative tasks including the gathering of information and distributing data to respective employees;

iii. Assists in the compilation of reports and other data;

iv. Provides support and advice to the Commission on the Ministry's initiatives especially those related to budgetary measures and simplification measures;

v. Ensures efficient communication with all relevant stakeholders and commission employees;

vi. Assists, coordinates and participates in regular internal and external meetings;

vii. Supervises the implementation of new databases and IT systems;

viii. Ensures that documents and voice recordings are recorded on a digital system and stored as per PCAC legislation;

ix. Monitors the software used for scanning, cataloguing and indexing of various documents;

x. Ensures compliance with central policies across the Public Service;

xi. Provides support during informative sessions/outreach programmes for the Public Sector and the general public;

xii. Coordinates the logistical and organisational preparation for training, meetings and events organised by the Commission;

xiii. Jattendi u jipparteċipa fit-taħriġ kemm lokalment kif ukoll barra minn Malta;

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 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 Identità skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

xiii. Attends and participates in training both locally and abroad;

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 citizen 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 abovementioned 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 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 National and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the Unite 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 Identità 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.

ii. ikunu profiċjenti fil-lingwa Maltija u fil-lingwa Ingliża;

U

iii. (a) ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Public Policy, jew Diplomatic Studies, jew Ekonomija, jew International Affairs, jew International Relations, jew Studji Ewropej, jew Studji Mediterranji, jew Liġi, jew Studji Legali, jew Social Policy, jew Soċjoloġija, jew Project Management, jew Politics and Governance, jew Management Studies, jew Business Administration, jew Strategic Management, jew Evidence-based Management, jew Quality Assurance Management, jew Creativity and Innovation, jew Commerce, jew f'oqsma rilevanti kif determinat mill-maniġment.

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

JEW

iii (b) ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Public Policy, jew Diplomatic Studies, jew Ekonomija, jew International Affairs, jew International Relations, jew Studji Ewropej, jew Studji Mediterranji, jew Liġi, jew Studji Legali, jew Social Policy, jew Soċjoloġija, jew Project Management, jew Politics and Governance, jew Management Studies, jew Business Administration, jew Strategic Management, jew Evidence-based Management, jew Quality Assurance Management, jew Creativity and Innovation, jew Commerce, jew f'oqsma rilevanti kif determinat mill-maniġment u tmien (8) snin servizz sodisfaċenti.

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

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

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

AND

iii. (a) in possession of a recognised Master's degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Public Policy, or Diplomatic Studies, or Economics, or International Affairs, or International Relations, or European Studies, or Mediterranean Studies, or Law, or Legal Studies, or Social Policy or Sociology, or Project Management, or Politics and Governance, or Management Studies, or Business Administration, or Strategic Management, or Evidence-based Management, or Quality Assurance Management, or Creativity and Innovation, or Commerce, or in relevant areas as determined by management.

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

OR

iii. (b) in possession of a recognised qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Public Policy, or Diplomatic Studies, or Economics, or International Affairs, or International Relations, or European Studies, or Mediterranean Studies, or Law, or Legal Studies, or Social Policy or Sociology, or Project Management, or Politics and Governance, or Management Studies, or Business Administration, or Strategic Management, or Evidence-based Management, or Quality Assurance Management, or Creativity and Innovation, or Commerce, or in relevant areas as determined by management and eight (8) year satisfactory service.

*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

ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

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

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) li 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' Ottubru, 2024. Jekk l-iskadenza ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (https://recruitment.gov.mt).

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

in a different class/career stream or in a definite position, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

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

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements i respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable t this call for applications (see link below).

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1(iii) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority no earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

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.

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 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttorat għas-Servizzi Korporattivi, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;

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 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Corporate Services Directorate, Ministry for Justice and Reform of the Construction Sector, 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 Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;

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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjon, Spinola Palace Business Centre, Livell 3, Triq San Kristofru, Il-Belt Valletta VLT 1464. 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.justice.gov.mt) u (recruitment.justice@gov.mt).

Il-31 ta' Mejju, 2024

MINISTERU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

Post ta' Senior Manager mal-Kummissjoni Permanenti Kontra l-Korruzzjoni (PCAC) fi ħdan il-Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

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

1. Is-Segretarju Permanenti, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, jilqa' applikazzjonijiet għall-post ta' Senior Manager biex iwettaq dmirijiet mal-Kummissjoni Permanenti Kontra l-Korruzzjoni (PCAC) fi ħdan il-Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni.

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' probation/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' Senior Manager huwa ta' Skala ta' Salarju 5, li fl-2024 huwa ekwivalenti għal €32,533.98 fis-sena, li jiżdied b'€640.67 fis-sena sa massimu ta' €36,378.00.

2.4 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-

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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the Corporate Services Directorate, Ministry for Justice and Reform of the Construction Sector, Spinola Palace Business Centre, Level 3, Triq San Kristofu, Valletta VLT 1464. 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.justice.gov.mt) and (recruitment.justice@gov.mt).

31st May, 2024

MINISTRY FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

Post of Senior Manager at the Permanent Commission Against Corruption (PCAC) within the Ministry for Justice and Reform of the Construction Sector

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Justice and Reform of the Construction Sector, invites applications for the post of Senior Manager to perform duties at the Permanent Commission Against Corruption (PCAC) within the Ministry for Justice and Reform of the Construction Sector.

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 Senior Manager is Salary Scale 5, which in year 2024 is equivalent to €32,533.98 per annum, rising by annual increments of €640.67 up to a maximum of €36,378.00.

2.4 Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 15% of

salarju bażiku tagħhom u ħlas annwali ta' allowance tal-klassi ta' €3,000, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-Amministrazzjoni Ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.5 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.

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

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Senior Manager jinkludu li:

i. Jipprovdi l-appoġġ u l-pariri meħtieġa lill-Kummissjoni dwar il-kwistjonijiet u l-inizjattivi kollha li huma rilevanti għall-iżvilupp u l-evalwazzjoni tal-politika, id-dokumenti strateġiċi u l-informazzjoni tal-uffiċċju;

ii. Iżomm ruħu aġġornat mal-leġiżlazzjonijiet rilevanti fil-livell tal-UE u Internazzjonali f'oqsma relatati mal-Kummissjoni u jżomm liċ-Chairperson u lill-Membri tal-Bord aġġornati kif xieraq;

iii. Jikkordina l-abbozzar ta' proposti leġiżlattivi u ta' politika dwar kwistjonijiet relatati mal-Kummissjoni;

iv. Jippjana u jmexxi l-implimentazzjoni ta' proġetti, miżuri u inizjattivi u jiżgura t-tlestija effettiva tagħhom f'waqthom;

v. Iwettaq analiżi kwantitattiva u kwalitattiva u jipprepara rapporti biex jiġu sottomessi lill-Kummissjoni u lil diversi korpi skont kif jista' jintalab;

vi. Jappoġġja l-attivitajiet proposti tal-Kummissjoni billi jiffaċilita l-ġestjoni u l-operazzjonijiet tagħha inklużi l-baġit, l-akkwist, l-ippjanar tar-riżorsi interni, it-tmexxija tagħha ta' kuljum u funzjonijiet oħra relatati;

vii. Jipprovdi appoġġ fil-kumpilazzjoni tar-Rapporti Annwali u rapporti amministrattivi oħra;

viii. Wara konsultazzjoni mal-bord, jikkordina l-proċess ta' diġitalizzazzjoni ta' fajls u rapporti u jiżgura li dawn ikunu maħżuna f'post sigur;

ix. Jieħu rwol ewlieni, jikkordina u jappoġġa l-laqgħat billi jipprepara d-dokumentazzjoni u r-rapporti meħtieġa, iżomm rekords interni ta' dawn il-laqgħat, u jsegwi kwalunkwe azzjoni kif meħtieġ;

their basic salary and a payment of an annual class allowance of €3,000, subject to satisfactory performance and subject to Central Administration's policies in force from time to time.

2.5 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.

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

Duties

3. The job duties for the post of Senior Manager include:

i. Provides the necessary support and advice to the Commission on all issues and initiatives that are relevant for the development and evaluation of policy, strategic documents and office briefs;

ii. Keeps abreast of relevant legislations at EU and International level in areas related to the Commission and updates the Chairperson and Board Members accordingly;

iii. Coordinates the drafting of legislative and policy proposals on matters related to the Commission;

iv. Plans and leads the implementation of projects, measures and initiatives and ensures timely and effective completion;

v. Conducts quantitative and qualitative analysis and prepares reports for submission to the Commission and to various bodies as may be requested;

vi. Supports the proposed activities of the Commission by facilitating its management and operations including the budget, procurement, internal resources planning, its day to day running and other related functions;

vii. Provides support in the compilation of Annual Reports and other administrative reports;

viii. Upon consultation with the board, coordinates the digitisation process of files and reports and ensures that these are stored in a safe place;

ix. Takes a leading role, co-ordinates and supports meetings by preparing the necessary documentation and reports, keeps internal records of these meetings, and follows up any actions as necessary;

x. Jiżviluppa u jiġbor kontenut b'kollaborazzjoni mas-Segretarju tal-Kummissjoni għal pubblikazzjonijiet u rapporti li huwa rilevanti għall-funzjonijiet tal-Kummissjoni;

xi. Jiżviluppa u jikkordina sessjonijiet informattivi/programmi ta' komunikazzjoni għall-pubbliku ġenerali dwar ir-rwol tal-Kummissjoni;

xii. Jaġixxi bħala punt fokali għal ministeri u organizzazzjonijiet oħra għall-iżvilupp ta' moduli/programmi ta' għarfien dwar l-etika;

xiii. Jiżgura konformità mal-politiki ċentrali fis-Servizz Pubbliku;

xiv. Jattendi u jipparteċipa għal taħriġ kemm lokalment kif ukoll barra minn Malta;

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 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-

x. Develops and compiles content in collaboration with the Commission's Secretary, for publications and reports, which is relevant to the Commission's functions;

xi. Develops and coordinates informative sessions/outreach programmes for the general public on the role of the Commission;

xii. Acts as a focal point for other ministries and organisations for the development of ethics awareness modules/programmes;

xiii. Ensures compliance with central policies across the Public Service;

xiv. Attends and participates in training both locally and abroad;

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 abovementioned 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 residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been

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 Identità skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

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

ii. ikunu profiċjenti fil-lingwa Maltija u fil-lingwa Ingliża;

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iii. ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Public Policy, jew Diplomatic Studies, jew Ekonomija, jew International Affairs, jew International Relations, jew Studji Ewropej, jew Studji Mediterranji, jew Liġi, jew Studji Legali, jew Social Policy, jew Soċjoloġija, jew Project Management, jew Politics and Governance, jew Management Studies, jew Business Administration, jew Public Administration, jew Strategic Management, jew Evidence-based Management, jew Quality Assurance Management, jew Creativity and Innovation, jew Commerce, jew f'oqsma rilevanti kif determinat mill-maniġment.

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

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iv. B'ħames (5) snin servizz maniġerjali rilevanti bħala Manager II, f'liema grad l-impjegat għandu jkun ikkonfermat. Kwalunkwe esperjenza oħra relatata fil-qasam meħtieġ għall-grad imsemmi hawn fuq, fi, jew komparabbli ma', Skala ta' Salarju 7 fis-Servizz Pubbliku, li l-applikant

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 Identità should be sought as necessary in the interpretation of the above provisions.

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

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

AND

iii. in possession of a recognised Master's degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credit or equivalent*) in Public Policy, or Diplomatic Studies, or Economics, or International Affairs, or International Relations, or European Studies, or Mediterranean Studies, or Law, or Legal Studies, or Social Policy, or Sociology, or Project Management, or Politics and Governance, or Management Studies, or Business Administration, or Public Administration, or Strategic Management, or Evidence-based Management, or Quality Assurance Management, or Creativity and Innovation, or Commerce, or in relevant areas as determined by management.

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

AND

iv. With five (5) years relevant management service as Manager II, in which grade the employee must be confirmed Any other related experience in the area required for the afore-mentioned grade, in, or comparable to, Salary Scale 7 level in the Public Service, which the applicant may possess

jista' jkollu tista' tkun meqjusa mill-Amministrazzjoni, liema esperjenza għandha tkun sostnuta kif xieraq b'evidenza 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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

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

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), 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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifika ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali 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.

Sottomissjoni ta' Dokumentazzjoni

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

may be considered by the Administration which experience must be duly sustained with relevant evidence.

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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

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

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities, as applicable, a per provisions applicable to this call for applications (see link below).

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 (iii) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority no earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details.

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 tal-Portal tar-Reklutaġġ (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 4.4 hawn fuq, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttorat għas-Servizzi Korporattivi, Ministeru għall-Ġustizza u r-Riforma tas-Settur tal-Kostruzzjoni, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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 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;
applikazzjonijiet laterali;
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 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Corporate Services Directorate, Ministry for Justice and Reform of the Construction Sector, 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 Time) of Monday, 17th June, 2024. 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 moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonijiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni Spinola Palace Business Centre, Livell 3, Triq San Kristofru, Il-Belt Valletta VLT 1464. 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.justice.gov.mt) u (recruitment.justice@gov.mt).

Il-31 ta' Mejju, 2024

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

Post ta' Manager I (Accounting and Finance) 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 (Accounting and Finance) fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali.

Termini u Kundizzjonijiet

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

2.2 Waqt il-perjodu ta' probation/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 2024 huwa ta' €24,085.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €26,532.00.

submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the Corporate Services Directorate, Ministry for Justice and Reform of the Construction Sector Spinola Palace Business Centre, Level 3, Triq San Kristofu, Valletta VLT 1464. These general provisions are to b regarded as an integral part of this call for applications.

The website address and email address of the receiving Directorate are (http://www.justice.gov.mt) and (recruitment.justice@gov.mt).

31st May, 2024

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

Post of Manager I (Accounting and Finance) 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 (Accounting and Finance) 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 (Accounting and Finance) is Salary Scale 10, which in year 2024 is €24,085.98 per annum, rising by annual increments of €407.67 up to a maximum of €26,532.00.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7(€28,855.98 x €531.17 - €32,043.00 fis-sena 2024) wara tmien (8) snin servizz bħala Manager I fi Skala ta' Salarju rispettiv, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Persuna fil-grad ta' Manager I (Skala ta' Salarju 10) li jikseb kwalifika ta' Master's rikonoxxut fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) f'oqsma rilevanti kif determinat minn Management għandha titqiegħed fi Skala ta' Salarju 9 (€25,589.02 x €447.33 - €28,273.00 fis-sena 2024) u tavvanza għal Skala ta' Salarju 8 (€27.179.02 x €486.83 - €30,100.00 fis-sena 2024) wara sentejn (2) snin servizz sodisfaċenti bħala Manager I (Skala ta' Salarju 9).

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

2.6 Persuna fil-grad ta' Manager I (Skala ta' Salarju 8) se jkompli javvanza għal Skala ta' Salarju 7 (€28,855.98 x €531.17 - €32.043.00 fis-sena 2024) wara sentejn (2) servizz sodisfaċenti bħala Manager I (Skala ta' Salarju 8).

2.7 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 10% tas-salarju bażiku tagħhom u ħlas ta' allowance tal-klassi annwali ta' €750, 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 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' Manager I (Accounting and Finance) jinkludu:

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7(€28,855.98 x €531.17 - €32,043.00 in 2024) on completion of eight (8) years of service as Manager I in the respective Salary Scale, subject to satisfactory performance.

2.5 A Manager I (Salary Scale 10) who obtains a recognised Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in relevant areas as determined by management shall be placed in Salary Scale 9 (€25,589.02 x €447.33 - €28,273.00 in 2024) and will progress to Salary Scale 8 (€27,179.02 x €486.83 - €30,100.00 in 2024) after two (2) years satisfactory service as Manager I (Salary Scale 9).

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

2.6 A Manager I (Salary Scale 8) will further progress to Salary Scale 7 (€28,855.98 x €531.17 - €32,043.00 in 2024) after two (2) years of satisfactory service Manager I (Salary Scale 8).

2.7 The appointees shall also be entitled to an annual performance bonus of up to 10% of the basic salary and a payment of an annual class allowance of €750, 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.

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 I (Accounting and Finance) include:

i. Responsabbli għall-ipproċessar 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;

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

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

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

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

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 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 Identità 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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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 abovementioned 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 Identità 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. kapaċi jikkomunikaw bil-lingwa Ingliża.

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iii. ikollhom degree 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, jew f'oqsma rilevanti kif determinat mill-maniġment.

*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.

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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

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

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), 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' Ottubru, 2024. Jekk l-iskadenza ma tintlaħaqx, il-ħatra għal din ir-raġuni, tiġi awtomatkament terminata.

ii. able to communicate in English language.

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in 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, or in relevant areas as determined by management.

*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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

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

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

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 (iii) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) 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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċjutar-Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ (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 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, online biss fuq (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 Ċentrali Ewropew) ta' nhar it-Tnejn, 17 ta' Ġunju, 2024. 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 mument 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.

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. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

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 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for Agriculture, Fisheries and Animal Rights, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the portal. The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 17th June, 2024. 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 moment 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 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.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 tas-Sezzjoni huma (http://agrikoltura.gov.mt) u (humanresources.mafa@gov.mt).

Il-31 ta' Mejju, 2024

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

Post ta' Manager I fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni

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

Il-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).

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;
lateral application;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.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 Section are (http://agrikoltura.gov.mt) and (humanresources.mafa@gov.mt).

31st May, 2024

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Post of Manager I in the Ministry for Education, Sport, Youth, Research and Innovation

Nomenclatures denoting the male gender include also the female gender.

The Ministry for Education, Sport, Youth, Research and Innovation (MEYR), would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. MEYR adheres to S.L. 327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process.

1. Is-Segretarju Permanenti, Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, jilqa' applikazzjonijiet għall-post ta' Manager I fil-Kulleġġ Mikiel Anton Vassalli (MAVC) fi ħdan il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni.

Termini u Kundizzjonijiet

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

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

2.3. Is-salarju ta' Manager I huwa ta' Skala ta' Salarju 10, li fl-2024 huwa ta' €24,085.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €26,532.00.

2.4. Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7 (€28,855.98 x €531.17 - €32,043.00 fl-2024) wara tmien (8) snin servizz bħala Manager I fi Skala ta' Salarju rispettiv, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5. Persuna fil-grad ta' Manager I (Skala ta' Salarju 10) li jikseb kwalifika ta' Master's rikonoxxut fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) f'oqsma rilevanti kif determinat minn Management għandha titqiegħed fi Skala ta' Salarju 9 (€25,589.02 x €447.33 - €28,273.00 fl-2024) u tavvanza għal Skala ta' Salarju 8 (€27,179.02 x €486.83 - €30,100.00 fl-2024) wara sentejn (2) snin servizz sodisfaċenti bħala Manager I (Skala ta' Salarju 9).

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

2.6. Persuna fil-grad ta' Manager I (Skala ta' Salarju 8) se jkompli javvanza għal Skala ta' Salarju 7 (€28,855.98 x €531.17 - €32,043.00 fl-2024) wara sentejn (2) servizz sodisfaċenti bħala Manager I (Skala ta' Salarju 8).

2.7. Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 10% tas-salarju bażiku tagħhom u ħlas ta' allowance tal-klassi

1. The Permanent Secretary, Ministry for Education, Sport, Youth, Research and Innovation, invites applications for the post of Manager I in the Mikiel Anton Vassalli College (MAVC) within the Ministry for Education, Sport, Youth, Research and Innovation.

Terms and Conditions

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

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

2.3. The salary for the post of Manager I is Salary Scale 10, which in year 2024 is €24,085.98 per annum, rising by annual increments of €407.67 up to a maximum of €26,532.00.

2.4. A Manager I in Salary Scale 10 will progress up to Salary Scale 7 (€28,855.98 x €531.17 - €32,043.00 in 2024) on completion of eight (8) years of service as Manager I in the respective Salary Scale, subject to satisfactory performance.

2.5. A Manager I (Salary Scale 10) who obtains a recognised Master's Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in relevant areas as determined by management shall be placed in Salary Scale 9 (€25,589.02 x €447.33 - €28,273.00 in 2024) and will progress to Salary Scale 8 (€27,179.02 x €486.83 - €30,100.00 in 2024) after two (2) years satisfactory service as Manager I (Salary Scale 9).

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

2.6. A Manager I (Salary Scale 8) will further progress to Salary Scale 7 (€28,855.98 x €531.17 - €32,043.00 in 2024) after two (2) years of satisfactory service Manager I (Salary Scale 8).

2.7. The appointees shall also be entitled to an annual performance bonus of up to 10% of the basic salary and a payment of an annual class allowance of €750,

annwali ta' €750, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

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' Manager I jinkludu li:

i. Jassisti fit-tmexxija u fl-implimentazzjoni effettiva ta' programmi u proġetti u ħidmiet oħra tal-MAVC;

ii. Jassisti fl-iżvilupp ta' pjanijiet ta' ħidma, inkluż jistabblixxi ħidmiet, skadenzi u jagħmel monitoraġġ tal-progress ta' azzjonijiet;

iii. Jassisti fil-preparazzjoni ta' dokumenti maħruġa mill-MAVC, inkluż qari tal-provi, adattament, traduzzjoni u formattjar;

iv. Jappoġġja lill-MAVC fl-organizzazzjoni (inkluż l-iskedar) u fit-tmexxija ta' laqgħat, taħriġ u avvenimenti;

v. Jikkomunika b'mod effettiv mal-iskejjel tal-kulleġġ u ma' stakeholders oħra rilevanti, fit-tmexxija ta' ħidmiet, proġetti, programmi u taħriġ jew avvenimenti oħra organizzati mill-MAVC;

vi. Jassisti fil-kumpilazzjoni ta' talba ta' kwotazzjonijiet, żamma aġġornata tal-inventarju u l-assi tal-Kulleġġ u l-użu tagħhom u kwalunkwe dmirijiet oħra relatati;

vii. Ifassal rapporti kwantitattivi u kwalitattivi;

viii. Jassisti fil-pubblikazzjoni ta' materjal fuq siti elettroniċi u pjattaformi kif meħtieġ;

ix. Iwettaq xogħol amministrattiv relatat ma' proġetti u programmi li jkunu qed isiru;

x. Iżomm id-dokumentazzjoni kollha neċessarja (inkluż dik elettronika);

xi. Jorganizza, jipprepara, iwettaq jew jipparteċipa f'laqgħat jew sessjonijiet ta' taħriġ rilevanti, kif meħtieġ;

xii. Jiġbor u jamministra data elettronika sensittiva (fuq skala kbira), bl-użu ta' software u applikazzjonijiet speċifiċi;

subject to satisfactory performance and subject to Central Administration's policies in force from time to time.

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 Manager I include:

i. Assists in the managing of effective implementation of MAVC projects and tasks;

ii. Assists in the development of work plans, including setting tasks, deadlines and monitoring progress of actions and projects;

iii. Assists in the preparation of documents issued by MAVC, including proofreading, adaptation, translation and formatting;

iv. Supports MAVC in the organization (including scheduling) and running of meetings, training and events;

v. Communicate effectively with schools within the college and other relevant stakeholders for the smooth running of tasks, projects, programmes, training or any events organised by MAVC;

vi. Assists in the compilation of request of quotations, keep an updated record of the inventory of assets and the use of such, and other related duties;

vii. Draws up qualitative and quantitative reports;

viii. Assists in the publication of material on websites and platforms as required;

ix. Carries out administrative work related to projects and programmes being undertaken;

x. Maintains all the necessary documentation (including electronic data);

xi. Organises, prepare, conduct, or participate in relevant meetings and training sessions as required;

xii. Gathers and manages sensitive electronic (large-scale) data, using specific software and applications;

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 ċittadin 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 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-Irland 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 Identità skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

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 abovementioned 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 Identità 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.

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

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Management jew Information Management jew Business Administration jew Education jew Public Administration jew f'oqsma rilevanti kif determinat mill-maniġment.

*Kwalifika rikonoxxuta komparabbli ma' 180 krettu ECTS/ECVET, hekk kif applikabbli hija aċċettata biss suġġett għ 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, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

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

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq ta sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3. 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 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), xorta jiġu kkunsidrati,

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

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

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Management or Information Management or Business Administration or Education or Public Administration or in relevant area determined by the management.

*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, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

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

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

4.3. Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 (iii) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) will still be considered provided

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' Ottubru, 2024. Jekk l-iskadenza għall-kisba tal-imsemmija kwalifka ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

4.4. L-applikanti għandhom ikunu ta' kondotta xierqa għall-post li għalih saret l-applikazzjoni. Filwaqt li dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar Rekords Kriminali 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.

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 tal-Portal tar-Reklutaġġ 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 s a 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjonijiet

7.1. L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://edurecruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-portal.

Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tlieta, 18 ta' Ġunju, 2024. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

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 October, 2024. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4. Applicants must be of conduct which is appropriate to the post applied for. Those applying from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office 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.

Submission of Supporting Documentation

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

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

Selection Procedures

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

6.2. Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.3, 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 Time) of Tuesday, 18th June, 2024. 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 mument 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. 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;
applikazzjonijiet laterali;
bdil raġonevoli għall-persuni rreġistrati b'diżabbiltà;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
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 minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf).

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

Il-31 ta' Mejju, 2024

AĠENZIJA NAZZJONALI TAL-LITTERIŻMU

Sejħa għal Tuturi tal-Kitba fi ħdan l-Aġenzija Nazzjonali tal-Litteriżmu (part-time)

Numru tal-Permess tal-Jobsplus: 515/2024 (l-ewwel sejħa)

L-Aġenzija Nazzjonali tal-Litteriżmu qiegħda tilqa' applikazzjonijiet għal Tuturi tal-Kitba (part-time).

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

1. Kwalifika universitarja rikonoxxuta (Baċellerat) fil-Livell 6 tal-MQF jew ogħla fl-Edukazzjoni JEW fl-Ingliż JEW fil-Malti; U

7.2. It is the responsibility of the applicants not to leave until the last moment 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;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
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 accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf).

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

31st May, 2024

NATIONAL LITERACY AGENCY

Call for Writing Tutors (part-time) within the National Literacy Agency

Jobsplus Permit Number: 515/2024 (first call)

The National Literacy Agency is seeking to recruit Writing Tutors (part-time).

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

1. A recognised degree at MQF Level 6 or higher in Education OR English OR Maltese; AND

2. Tlestija b'suċċess tal-kors tal-Istitut għall-Edukazzjoni It-Tagħlim tal-Ħiliet tal-Kitba fl-Iskejjel Primarji u Sekondarji (Award) JEW l-Invitational Writing Institute tal-Programm tal-Kitba ta' Malta JEW it-Taħriġ għall-Għalliema fil-Proċess tal-Kitba JEW ekwivalenti JEW ogħla; U

3. Tal-anqas tliet snin esperjenza fit-tagħlim u/jew fl-assistenza tat-tagħlim; U

4. Kompetenza fil-kitba u t-taħdit tal-Malti u tal-Ingliż (tal-anqas ċertifikazzjoni fil-Livell 3 tal-MQF).

L-applikanti magħżula jridu jkunu lesti joffru s-servizz tul is-sena kollha (mhux biss tul is-sena skolastika). Idealment, ikunu disponibbli kemm waqt kif ukoll barra l-ħin tal-iskola.

Mal-applikazzjoni għandhom jinhemżu kopji ta' ċertifikati u/jew dokumenti rilevanti fosthom il-kwalifiki u l-esperjenza mitluba f'din is-sejħa.

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 lill-Aġenzija Nazzjonali tal-Litteriżmu, iċ-Ċentru Nazzjonali tal-Kurrikulu, Triq Ġużè Abela Scolaro, Il-Ħamrun HMR 1304, sa mhux aktar tard mill-Ġimgħa, 14 ta' Ġunju, 2024, f'nofsinhar.

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

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

Il-31 ta' Mejju, 2024

AĠENZIJA NAZZJONALI TAL-LITTERIŻMU

Sejħa għal Assistent fil-Librerija (Sessjonijiet ta' Qari) part-time, mal-Aġenzija Nazzjonali tal-Litteriżmu

Numru tal-Permess tal-Jobsplus: 514/2024

L-Aġenzija Nazzjonali tal-Litteriżmu qiegħda tilqa' applikazzjonijiet għal Assistenti fil-Librerija (Sessjonijiet ta' Qari) part-time, b'kuntratt indefinit ta' 10 sigħat jew 20 siegħa fil-ġimgħa.

2. Successful completion of the Institute for Education programme Teaching Writing Skills in Primary and Secondary Schools (Award) OR the Malta Writing Programme Invitational Writing Institute OR the Writing Process One-week Training for Teachers OR equivalent OR higher; AND

3. A minimum of 3 years teaching and/or learning support experience; AND

4. Fluency in written and spoken Maltese and English (minimum certification at MQF Level 3).

Selected candidates must be available to render service throughout the calendar year (not only the scholastic year). Ideally, they should be available during and/or outside school hours.

Qualifications and claimed experience must be supported by certificates and/or testimonials, copies of which should be attached to the application.

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 post to Recruitment, National Literacy Agency, NCC, Triq Ġużè Abela Scolaro, Ħamrun HMR 1304, by not later than Friday, 14th June, 2024, 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.

A detailed job description, including conditions of employment, may be obtained from (https://nla.gov.mt/vacancies/) or by email to (nlarecruitment@ilearn.edu.mt) or by telephone number 2598 3325.

31st May, 2024

NATIONAL LITERACY AGENCY

Call for Part-Time Library Assistants (Reading Sessions) within the National Literacy Agency

Jobsplus Permit Number: 514/2024

The National Literacy Agency is seeking to recruit Part-Time Library Assistants (Reading Sessions) on an indefinite contract of 10 hours or 20 hours per week.

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

1. Wieħed minn dawn, jew ekwivalenti, jew ogħla:

a. Ċertifikat fil-Livell Avvanzat fil-Livell 4 tal-MQF (Gradi A sa Ċ) jew ekwivalenti, f'lingwa jew f'suġġett umanistiku, preferibbilment fil-Malti jew fl-Ingliż, jew

b. Diploma fil-Livell 4 tal-MQF, f'qasam rilevanti tal-istudji, preferibbilment fl-Edukazzjoni fis-Snin Bikrin, jew

c. Tal-anqas sentejn fil-grad ta' Edukaturi tal-Kindergarten (KGE or KGE1 or KGE2) jew bħala għalliem supplimentari fi skola primarja, jew

d. Tal-anqas ħames snin ta' servizz sodisfaċenti bħala Assistenti tal-Programmi tal-Qari għall-Gost tal-Aġenzija Nazzjonali tal-Litteriżmu; U

2. Tal-anqas Livell 3 tal-MQF fil-Malti u/jew fl-Ingliż (ĊES 1-5 jew GCE A-C); U

3. Kapaċi jużaw l-MS Office, partikolarment il-Word, l-Outlook, u l-Excel; U

4. Temmew b'suċċess taħriġ fil-metodoloġija ta' kif taqra lil ħaddieħor u/jew fir-rakkontar tal-istejjer, jew ekwivalenti.

Min jixtieq aktar dettalji dwar ir-rwol u l-kundizzjonijiet tal-impjieg, jista' jfittex l-informazzjoni fuq (https://nla.gov.mt/mt/sejhiet/) jew jibgħat ittra elettronika lil (nlarecruitment@ilearn.edu.mt) jew iċempel fuq 2598 3325.

Il-kandidati għandhom jibagħtu l-ittra tal-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 lill-Aġenzija Nazzjonali tal-Litteriżmu, Iċ-Ċentru Nazzjonali tal-Kurrikulu, Triq Ġużè Abela Scolaro, Il-Ħamrun HMR 1304, sa mhux aktar tard mill-Erbgħa, 12 ta' Ġunju, 2024, 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.

Il-31 ta' Mejju, 2024

To be considered eligible, candidates need to be over 18 years of age and fulfil the following criteria by the closing date of this call:

1. Any of the following or equivalent or higher:

a. One A Level at MQF Level 4 (Grades A – C) or equivalent, in any language or humanistic subject, preferably in Maltese or English, or

b. MQF Level 4 Diploma, in a relevant area of studies, preferably in Early Years Education, or

c. At least 2 years in the grade of Kindergarten Educator (KGE or KGE1 or KGE2) or as supply teacher in a primary school, or

d. At least 5 years of satisfactory service as Reading for Pleasure Programmes Assistant for the National Literacy Agency; AND

2. At least MQF Level 3 in Maltese and/or English (SEC 1-5 or GCE A-C); AND

3. Ability to use MS Office, particularly Word, Outlook, and Excel; AND

4. Successful completion of training in read aloud and/or storytelling methodology or equivalent.

For a detailed job description, including conditions of employment, please refer to (https://nla.gov.mt/vacancies/) or send an email to (nlarecruitment@ilearn.edu.mt) or call 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 Wednesday, 12th June, 2024, 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.

31st May, 2024

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

L-Aġenzija għall-Pagamenti Agrikoli u Rurali

Talbiet għall-Pagamenti għall-Bdiewa u r-Raħħala fuq Skemi Diretti u dawk marbuta mal-Art

L-Aġenzija għall-Pagamenti Agrikoli u Rurali (ARPA), fi ħdan il-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali (MAFA), se testendi l-perjodu li fiha tilqa' talbiet għal ħlas għas-sena 2024 fuq diversi skemi kofinanzjati mill-Unjoni Ewropea u l-Gvern Malti.

L-iskemi li wieħed jista' japplika għall-għajnuna finanzjarja taħthom huma dawn li ġejjin:

Pagamenti Diretti 2023-2027

Appoġġ bażiku għall-introjtu għas-sostenibbiltà (BISS)
Pagament għall-Bdiewa b'Ażjenda Agrikola Żgħira (PSF)
Appoġġ Komplementari għall-Introjtu għall-Bdiewa Żgħażagħ (CISYF)
Eko-skema 1-6
Appoġġ Akkoppjat għall-Introjtu (CIS)
Miżura għas-Settur tal-Ħalib
Is-Settur taċ-Ċanga
Is-settur tan-nagħaġ
Tadam għall-ipproċessar
Miżuri Agro-Ambjentali-Klimatiċi (AECMs) 2014-2022

Miżuri ta' Biedja Organika 2014-2022
Impenji Agro-Ambjentali-Klimatiċi (AECCs) 2023-2027

Żoni b'Restrizzjonijiet Naturali (ANC) 2023-2027

It-talbiet għall-pagamenti se jibqgħu jintlaqgħu sa nhar il-Ġimgħa, 14 ta' Ġunju, 2024. Talbiet għal ħlas sottomessi wara din id-data se jkunu suġġetti għal penali ta' 1% kuljum sa 10 ijiem ta' xogħol wara, jiġifieri sa nhar il-Ġimgħa, 28 ta' Ġunju, 2024. Talbiet sottomessi wara din id-data finali mhumiex se jkunu aċċettati.

Aktar informazzjoni tista' tinkiseb:

mis-sit elettroniku tal-Aġenzija (www.arpa.gov.mt);
mill-Front Office tal-Aġenzija bin-numru 2292 6148;
permezz ta' ittra elettronika lil (arpa.mafa@gov.mt).

Il-31 ta' Mejju, 2024

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

The Agriculture and Rural Payments Agency (ARPA)

Payment Claims related to Direct and Area Aid Schemes for Farmers and Livestock Breeders

The Agriculture and Rural Payments Agency (ARPA), within the Ministry for Agriculture, Fisheries and Animal Rights (MAFA), will be extending the period for the submission of payment claims for the year 2024 on various schemes co-financed by the European Union and the Maltese Government.

The applicable financial aid schemes are the following:

Direct Payment Schemes 2023-2027

Basic Income Support for Sustainability (BISS)
Payment for Small Farmers (PSF)
Complimentary Income Support for Young Farmers (CISYF)
Eco-schemes 1-6
Coupled Income Support (CIS)
Dairy
Beef
Sheep
Tomatoes
Agri-Environmental Climate Measures (AECMs) 2014-2022
Organic Farming Measures 2014-2022
Agri-Environmental Climate Commitments (AECCs) 2023-2027
Areas with Natural Constraints (ANC) 2023-2027

Payment Claims will be accepted until Friday14th June, 2024. Payment Claims submitted after this date will be subject to a penalty of 1% per day for up to 10 working days, that is, up until Friday, 28th June, 2024. Claims submitted after this final date will not be accepted.

Further information may be obtained:

from the Agency's website on (www.arpa.gov.mt);
from the Front Office by telephone number 2292 6148;
by email to (arpa.mafa@gov.mt).

31st May, 2024

COMPARATIVE RETURN OF REVENUE
for the period 1st January 2024 to 30th April 2024

		Budget 2024 €	Actual Revenue Jan - Apr 2024 €	Actual Revenue Jan - Apr 2023 €	Actual Revenue Jan - Dec 2023 €
REVENUE					
I1103, I1106	Customs and Excise Duties	333,200,000	76,227,352	90,488,008	305,526,708
I1109	Licences, Taxes and Fines	392,775,000	129,359,245	125,972,148	405,749,400
I1112	Income Tax	2,542,000,000	1,001,427,988	729,244,603	2,459,652,560
I1115	Value Added Tax	1,454,000,000	435,137,338	366,622,412	1,281,759,776
I1118	Fees of Office	106,914,667	36,512,937	21,252,394	92,080,111
I1121	Sales - Goods	2,718,000	593,901	659,160	2,426,971
I1122	Sales - Services	38,680,000	14,741,336	13,073,612	44,084,698
I1123	Sales - Others	46,165,000	9,176,424	15,112,759	55,099,963
I1124	Reimbursements	4,683,000	1,361,730	1,760,908	9,134,497
I1127	Central Bank of Malta	15,000,000	---	---	---
I1130	Rents	34,000,000	10,158,839	9,292,668	32,706,557
I1133	Dividends on Investment/Receipts	61,750,000	9,500,000	6,750,000	44,003,492
I1136	Interest on Loans made by Government	276,000	418,737	267,710	1,546,706
I1139	Social Security	1,530,000,000	446,064,254	377,719,653	1,412,325,535
I1142	Grants	182,570,000	55,856,032	125,612,901	224,650,813
I1145	Miscellaneous Receipts	11,556,000	25,369,278	7,018,754	42,216,649
	Total Ordinary Revenue	**6,756,287,667**	**2,251,905,393**	**1,890,847,690**	**6,412,964,436**
I1148	Loans	1,700,000,000	471,370,400	349,179,500	1,536,336,100
I1151	Repayment of Loans made by Government	2,784,000	---	---	5,318,392
I1154	Proceeds from Sale of Shares	889,000	---	888,888	888,888
	Total Non-Ordinary Revenue	**1,703,673,000**	**471,370,400**	**350,068,388**	**1,542,543,380**
TOTAL REVENUE		**8,459,960,667**	**2,723,275,793**	**2,240,916,078**	**7,955,507,817**

Note: Figures in Statement may not add up due to rounding

The Treasury
Authority: TR 51/2022

Paulanne Mamo
Accountant General

Date: 10 - 05 - 2024

COMPARATIVE RETURN OF EXPENDITURE
for the period 1st January 2024 to 30th April 2024

		Budget 2024 €	Actual Expenditure Jan - Apr 2024 €	Actual Expenditure Jan - Apr 2023 €	Actual Expenditure Jan - Dec 2023 €
RECURRENT EXPENDITURE					
1	Office of the President	5,477,000	1,971,909	1,900,559	5,554,473
2	Parliamentary Service	12,520,000	3,991,143	3,797,530	10,600,579
3	Office of the Ombudsman	1,486,000	500,000	500,000	1,548,900
4	National Audit Office	4,000,000	1,700,000	1,750,000	4,200,000
5	Commissioner for Standards in Public Life	450,000	---	---	225,000
6	Office of the Prime Minister	59,430,000	14,477,881	20,579,590	67,891,199
7	Information	1,525,000	414,134	441,251	1,327,604
8	Government Printing Press	1,975,000	690,510	665,120	1,878,884
9	Electoral Office	9,361,000	1,864,444	1,135,932	3,602,985
10	Public Service Commission	817,000	212,038	216,553	731,893
11	Industrial and Employment Relations	2,236,000	675,913	593,967	2,046,480
12	Ministry for Health	1,016,271,000	269,087,546	286,631,155	948,169,665
13	Ministry for the National Heritage, the Arts and Local Government	70,719,000	21,814,084	22,374,167	67,285,880
14	Local Government	61,489,000	29,584,986	26,640,751	54,810,912
15	Ministry for Foreign and European Affairs and Trade	58,616,000	14,907,333	13,152,071	55,877,937
16	Ministry for Social Policy and Children's Rights	67,821,000	24,031,812	20,251,855	60,626,703
17	Social Policy	518,989,000	122,044,309	105,182,102	481,315,869
18	Social Security Benefits	1,492,355,000	503,130,081	450,966,803	1,306,137,530
19	Pensions	104,225,000	37,950,513	33,882,515	102,236,093
20	Ministry for Agriculture, Fisheries and Animal Rights	74,933,000	19,214,291	20,348,512	69,167,503
21	Ministry for Social and Affordable Accommodation	48,784,000	20,315,564	10,462,508	42,699,718
22	Ministry for the Economy, European Funds and Lands	59,900,000	24,414,637	15,329,344	56,829,683
23	Commerce	2,026,000	573,667	554,849	1,881,723
24	Ministry for Inclusion, Voluntary Organisations and Consumer Rights	63,040,000	22,781,732	16,802,421	52,650,615
25	Ministry for Transport, Infrastructure and Capital Projects	124,221,000	36,798,869	30,201,164	130,127,059
26	Ministry for Gozo	64,187,000	22,509,118	19,352,895	62,094,302
27	Ministry for Home Affairs, Security, Reforms and Equality	75,530,000	42,583,057	29,830,308	78,162,081
28	Armed Forces of Malta	77,225,000	24,350,994	21,844,703	72,920,178
29	Police	100,126,000	32,338,565	28,385,472	92,557,936
30	Probation and Parole	1,542,000	467,270	462,116	1,435,628
31	Civil Protection	11,886,000	3,966,802	3,463,634	10,559,146
32	Ministry for Tourism	148,492,000	48,472,254	47,488,022	168,456,992
33	Ministry for the Environment, Energy and Enterprise	578,604,000	78,534,979	107,084,729	482,510,632
34	Ambjent Malta	17,829,000	5,428,247	5,139,559	16,775,767
35	Ministry for Finance and Employment	319,662,000	112,239,222	115,225,374	285,009,666
36	Economic Policy	2,108,000	672,183	809,944	1,978,474
37	Treasury	46,665,000	8,592,314	4,437,069	48,327,490
39	Malta Tax and Customs Administration	48,129,000	17,065,715	---	---
40	Contracts	3,518,000	876,604	1,031,874	3,068,063

COMPARATIVE RETURN OF EXPENDITURE
for the period 1st January 2024 to 30th April 2024

		Budget 2024 €	Actual Expenditure Jan - Apr 2024 €	Actual Expenditure Jan - Apr 2023 €	Actual Expenditure Jan - Dec 2023 €
RECURRENT EXPENDITURE (Cont'd)					
41	Ministry for Education, Sport, Youth, Research and Innovation	418,316,000	136,635,704	125,758,586	396,217,567
42	Education	429,303,000	134,738,463	126,865,255	374,272,861
43	Ministry for Public Works and Planning	41,472,000	9,153,828	8,952,647	38,388,211
44	Ministry for Justice	50,674,000	20,260,757	16,397,779	54,251,465
45	Ministry for Active Ageing	274,222,000	107,079,333	82,263,527	242,763,755
	[Commissioner for Revenue	---	---	10,408,282	34,586,103
	[Customs	---	---	4,421,311	14,326,013
SUBTOTAL RECURRENT EXPENDITURE		**6,572,156,000**	**1,979,112,806**	**1,843,983,805**	**6,008,087,214**
37	Treasury				
	Loan Facility	100,000	---	---	---
TOTAL RECURRENT EXPENDITURE		**6,572,256,000**	**1,979,112,806**	**1,843,983,805**	**6,008,087,214**
38	Public Debt Servicing				
	Contribution to Special MGS Sinking Fund	30,000,000	---	---	30,000,000
	Interest - Local	255,804,737	75,743,813	61,713,467	194,908,244
	Repayment of Loan - Local	489,145,000	92,947,300	---	445,655,523
	Early Repayments of MGRSB	4,685,000	1,556,100	2,103,100	6,296,700
	Contribution to Sinking Fund - Foreign	30,000	---	---	50,000
	Interest - Foreign	895,263	2,271	2,825	896,373
	Interest - Short-term borrowing	15,000,000	7,208,609	4,254,915	18,482,553
TOTAL PUBLIC DEBT SERVICING		**795,560,000**	**177,458,093**	**68,074,307**	**696,289,393**
TOTAL RECURRENT EXPENDITURE AND PUBLIC DEBT SERVICING		**7,367,816,000**	**2,156,570,899**	**1,912,058,112**	**6,704,376,608**

Note: Figures in Statement may not add up due to rounding

The Treasury
Authority: TR 51/2022

Paulanne Mamo
Accountant General

Date: 10 - 05 - 2024

COMPARATIVE RETURN OF CAPITAL EXPENDITURE
for the period 1st January 2024 to 30th April 2024

		Budget 2024 €	Actual Expenditure Jan - Apr 2024 €	Actual Expenditure Jan - Apr 2023 €	Actual Expenditure Jan - Dec 2023 €
CAPITAL PROGRAMME					
I	Office of the President	521,000	170,546	91,185	725,515
II	Parliamentary Service	781,000	---	---	761,000
III	Office of the Prime Minister	43,117,000	886,235	16,165,793	103,865,782
IV	Ministry for Health	81,250,000	7,198,816	14,656,135	66,685,531
V	Ministry for the National Heritage, the Arts and Local Government	41,070,000	16,443,502	5,190,619	37,322,963
VI	Ministry for Foreign and European Affairs and Trade	7,183,000	595,208	1,576,219	7,755,850
VII	Ministry for Social Policy and Children's Rights	4,885,000	1,145,184	474,310	2,570,425
VIII	Ministry for Agriculture, Fisheries and Animal Rights	39,436,000	20,692,408	14,448,698	43,114,593
IX	Ministry for Social and Affordable Accommodation	233,000	54,322	447,266	4,892,418
X	Ministry for the Economy, European Funds and Lands	63,030,000	9,812,282	4,460,992	31,098,960
XI	Ministry for Inclusion, Voluntary Organisations and Consumer Rights	4,596,000	852,756	1,299,974	8,279,629
XII	Ministry for Transport, Infrastructure and Capital Projects	143,134,000	62,409,789	45,546,483	184,076,243
XIII	Ministry for Gozo	19,953,000	4,161,344	3,915,856	27,286,417
XIV	Ministry for Home Affairs, Security, Reforms and Equality	50,330,000	9,617,478	15,525,317	49,718,774
XV	Ministry for Tourism	44,571,000	2,371,765	5,007,328	53,989,923
XVI	Ministry for the Environment, Energy and Enterprise	213,251,000	2,900,104	18,096,384	200,710,536
XVII	Ministry for Finance and Employment	21,001,000	2,369,578	6,665,405	65,184,322
XVIII	Ministry for Education, Sport, Youth, Research and Innovation	91,553,000	21,298,239	13,534,404	79,110,657
XIX	Ministry for Public Works and Planning	20,672,000	2,564,706	4,575,580	21,276,816
XX	Ministry for Justice	9,328,000	191,381	800,188	5,752,902
XXI	Ministry for Active Ageing	4,620,000	1,177,553	1,060,827	4,395,288
TOTAL CAPITAL EXPENDITURE		**904,515,000**	**166,913,198**	**173,538,964**	**998,574,543**
XVII	Ministry for Finance and Employment				
	Investment - Equity Acquisition	215,000,000	182,337,205	5,503,815	5,503,815
TOTAL CAPITAL EXPENDITURE AND INVESTMENT		**1,119,515,000**	**349,250,403**	**179,042,779**	**1,004,078,358**
TOTAL EXPENDITURE		**8,487,331,000**	**2,505,821,302**	**2,091,100,891**	**7,708,454,966**

Note: Figures in Statement may not add up due to rounding

The Treasury
Authority: TR 51/2022

Paulanne Mamo
Accountant General

Date: 10 - 05 - 2024

KUNSILL LOKALI L-FGURA

Sospensjoni tat-Traffiku u Parkeġġ

Il-Kunsill Lokali l-Fgura jgħarraf li bis-setgħat mogħtija bl-Avviz Legali 119 tal-2002, nhar il-Ġimgħa, 5 ta' Lulju, 2024, mill-5.00 p.m. sa nofsillejl Triq il-Karmelitani bejn Triq il-Liedna u Triq Hompesch se tkun magħluqa għat-traffiku u ħadd ma jista' jipparkja. Vetturi li jiqbgħu pparkjati jiġu rmunkati, u l-ħlas isir min-naħa tal-proprjetarju tal-vettura.

Il-31 ta' Mejju, 2024

FGURA LOCAL COUNCIL

Suspension of Traffic and Parking

The Fgura Local Council hereby notifies that in terms of Legal Notice 119 of 2002 Triq il-Karmelitani between Triq il-Liedna and Triq Hompesch will be closed for transit of vehicles and no cars will be allowed to park on Friday, 5th July, 2024, from 5.00 p.m. till midnight. Cars which remain parked shall be towed and paid at owner's expense.

31st May, 2024

KUNSILL LOKALI L-KALKARA

Sospensjoni ta' Traffiku u Parkeġġ

Il-Kunsill Lokali l-Kalkara jgħarraf illi ħadd ma jista' jipparkja f'dawn it-toroq li se jkunu indikati bit-tabelli 'no parking':

Nhar it-Tnejn, 10 ta' Ġunju, 2024, u nhar il-Ġimgħa, 14 ta' Ġunju, 2024, mid-9.00 a.m. sal-10.00 p.m., f'Dawret Fra Giovanni;

Nhar it-Tnejn, 17 ta' Ġunju, 2024, mis-6.00 a.m. sat-8.00 p.m., f'Dawret Fra Giovanni Bichi, Dawret il-Bajja, Triq ir-Rinella, Triq il-Kanun tal-Mija, Triq Santu Rokku.

Nhar it-Tnejn, 17 ta' Ġunju, 2024, mis-6.00 a.m. sat-8.00 p.m., f'Dawret Fra Giovanni Bichi, Dawret il-Bajja, Triq ir-Rinella, Triq il-Kanun tal-Mija u Triq Santu Rokku se jkunu magħluqin għat-traffiku

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

L-għeluq tat-toroq hawn fuq msemmija se jsir skont il-bżonn.

Il-31 ta' Mejju, 2024

KALKARA LOCAL COUNCIL

Suspension of Traffic and Parking

The Kalkara Local Council notifies that parking will be prohibited in the parking bays indicated by 'no parking' signs:

On Monday, 10th June, , 2024, and on Friday, 14th June, 2024, from 9.00 a.m. till 10.00 p.m., in Dawret Fra Giovanni;

On Monday, 17th June, 2024, from 6.00 a.m. till 8.00 p.m., Dawret Fra Giovanni Bichi, Dawret il-Bajja, Triq ir-Rinella, Triq il-Kanun tal-Mija and Triq Santu Rokku.

On Monday, 17th June, 2024, from 6.00 a.m. till 8.00 p.m., Dawret Giovanni Bichi, Dawret il-Bajja, Triq ir-Rinella, Triq il-Kanun tal-Mija and Triq Santu Rokku will be closed for all traffic.

Vehicles found in contravention of this notice are liable to be towed.

Road closure of the above mentioned will be conducted as required.

31st May, 2024

KUNSILL LOKALI L-QRENDI

Sospensjoni ta' Parkeġġ

Il-Kunsill Lokali l-Qrendi jgħarraf illi:

Ħadd ma jista' jipparkja bejn nhar il-Ħadd, 16 ta' Ġunju, 2024, mis-7.00 a.m., sat-Tlieta, 25 ta' Ġunju, 2024, sa nofsillejl, fi Triq Rokku Buhagiar u Triq il-Parroċċa (fil-parti bejn Triq Rokku Buhagiar u Misraħ Santa Marija) u f'Misraħ Santa Marija.

Ħadd ma jista' jipparkja nhar is-Sibt, 22 ta' Ġunju, 2024 u l-Ħadd, 23 ta' Ġunju, 2024, mill-4.00 p.m. sa nofsillejl, fi

QRENDI LOCAL COUNCIL

Suspension of Parking

The Qrendi Local Council notifies that:

No parking is allowed from Sunday, 16th June, 2024, from 7.00 a.m., to Tuesday, 25th June, 2024, till midnight, in Triq Rokku Buhagiar and Triq il-Parroċċa (part between Triq Rokku Buhagiar and Misraħ Santa Marija) and Misraħ Santa Marija.

No parking is allowed on Saturday, 22nd June, 2024, and Sunday, 23rd June, 2024, from 4.00 p.m. till midnight, in Triq

Triq it-Tempesta (fil-parti bejn Triq Antonio Chircop u Misraħ il-Maqluba, service road eskluża).

Trasport pubbliku se jkun affettwat.

Il-31 ta' Mejju, 2024

KUNSILL LOKALI L-IMQABBA

Sospensjoni ta' Traffiku u Parkeġġ

Il-Kunsill Lokali l-Imqabba jgħarraf li nhar il-Ħadd, 2 ta' Ġunju, 2024, mill-10.00 a.m. sas-1.00 p.m., il-pjazza tal-knisja se tkun magħluqa għat-traffiku. Ħadd ma jista' jipparkja fil-pjazza tal-knisja fl-imsemmija ġurnata u ħinijiet.

It-trasport pubbliku se jkun affettwat.

Il-31 ta' Mejju, 2024

KUNSILL LOKALI IL-BELT VALLETTA

Sospensjoni ta' Parkeġġ

Il-Kunsill Lokali l-Belt Valletta jgħarraf li minn nhar l-Erbgħa, 5 ta' Ġunju, 2024, mill-5.00 a.m., sat-Tlieta, 11 ta' Ġunju, 2024, fil-11.59 p.m., minn Yellow Garage, Ditch; nhar it-Tnejn, 10 ta' Ġunju, 2024, mis-6.00 a.m. sad-9.00 p.m., mis-Swar ta' Santa Barbara, hemm bżonn clearance ta' karozzi u ħadd ma jista' jipparkja; nhar it-Tnejn, 10 ta' Ġunju, 2024, mis-6.00 a.m. sat-8.00 p.m., minn Pjazza San Ġorġ quddiem il-Palazz, inkluż Triq it-Teżor kantuniera ma' Triq it-Teatru l-Antik, ħdejn il-Kunsill Lokali tal-Belt Valletta.

Hemm bżonn clearance tal-karozzi nhar il-Ħadd, 9 ta' Ġunju, 2024, u nhar it-Tnejn, 10 ta' Ġunju, 2024, mis-6.00 a.m. sat-8.00 p.m., fi Triq it-Tramuntana, St Elmo Place.

Il-31 ta' Mejju, 2024

KUNSILL LOKALI ĦAL QORMI

Sospensjoni ta' Parkeġġ

Il-Kunsill Lokali Ħal Qormi jgħarraf li nhar is-Sibt, 8 ta' Ġunju, 2024, mill-5.00 p.m. sas-7.00 p.m., ħadd ma jista' jipparkja fi Pjazza Narbona (minn Triq San Bartolomew sa Triq Fontanier) fuq iż-żewġ naħat u minn Pjazza Granmastru sa Triq San Bartolomew (il-ġnubijiet tal-knisja ta' San Bastjan). Vetturi pparkjati jigu rmunkati

Il-31 ta' Mejju, 2024

it-Tempesta (part between Triq Antonio Chircop and Misraħ il-Maqluba, service road excluded).

Public transport will be affected.

31st May, 2024

MQABBA LOCAL COUNCIL

Traffic and Parking Suspension

The Mqabba Local Council notifies that on Sunday, 2nd June, 2024, from 10.00 a.m. till 1.00 p.m., the church square will be closed for traffic. No parking is allowed in the church square on the mentioned day and times.

Public transport will be affected.

31st May, 2024

VALLETTA LOCAL COUNCIL

Suspension of Parking

The Valletta Local Council notifies that from Wednesday, 5th June, 2024, from 5.00 a.m., till Tuesday, 11th June, 2024, at 11.59 p.m., through Yellow Garage, Ditch; on Monday, 10th June, 2024, from 6.00 a.m. till 9.00 p.m., through Santa Barbara Bastions car clearance and no parking; on Monday, 10th June, 2024, from 6.00 a.m. till 8.00 p.m., through St George's Square in front of the Palace, including Triq it-Teżor corner with Triq it-Teatru l-Antik, next to the Valletta Local Council.

Car clearance on Sunday, 9th June, 2024, and on Monday, 10th June, 2024, from 6.00 a.m. till 8.00 p.m., through Triq it-Tramuntana, St Elmo Place.

31st May, 2024

ĦAL QORMI LOCAL COUNCIL

Suspension of Parking

The Ħal Qormi Local Council notifies that on Saturday, 8th June, 2024, from 5.00 p.m. till 7.00 p.m., no parking is allowed in Narbona Square (from Triq San Bartolomew to Triq Fontanier) on both sides and from Pjazza Granmastru till Triq San Bartolomew (both sides of St Sebastian church) Parked cars will be towed.

31st May, 2024

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, Il-Berġa tal-Baviera, Il-Belt Valletta, sal-10.00 a.m. tal-Ħamis, 13 ta' Ġunju, 2024, għal:

Avviż Nru. 33. Kiri, għall-perjodu li fadal tal-kirja preżenti li jintemm fil-31 ta' Mejju, 2028, tal-Ħanut vojt tale quale f'Nru. 7, Blokk Nru. 16, Misraħ ir-Rebħa, Il-Birgu kif muri bl-aħmar fuq il-pjanta P.D.2011_736. Il-kerrej prezenti ma jridx jibqa' fil-kirja u terz interessat lest li jidħol għar-rimanenti perjodu ta' din il-kirja. Dan it-terz interessat għandu d-dritt tal-ewwel rifjut riżervat favurih skont Artikolu Nru. 3 (1) tal-Avviż Legali Nru. 573.02. L-Offerti għandhom ikunu akkumpanjati b'Bid-Bond għall-ammont ta' €1,000 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' mija u għaxar ewro u sittax-il ċenteżmu (€110.16) fis-sena ma jiġux ikkunsidrati. Irid isir ħlas ta' €50 għad-dokumenti tal-offerta.

Avviż Nru. 34. Kiri għal perjoduta' ħmistax (15)-il sena ta' garaxx tale quale, bl-arja mhux inkluża f'Nru. 14, Blokk 'M', Triq il-Wegħdiet, Birkirkara kif muri bl-aħmar fuq il-pjanta P.D. 72_87_5. Dan il-fond ma jistax jinxtara bl-iskema tal-garaxxijiet. L-Offerti għandhom ikunu akkumpanjati b'Bid-Bond għall-ammont ta' €3,303 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' elf u mija u wieħed ewro (€1,101) fis-sena ma jiġux ikkunsidrati. Din l-offerta tista' tkun soġġetta 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. 35. Bejgħ tale quale ta' sit fuq in-naħa ta' wara tal-fond 'Morning Star' Triq Ġanni Vassallo, Ir-Rabat, Għawdex kif muri bl-aħmar fuq il-pjanta P.D.2022_0416. Dan is-sit huwa mdawwar minn propjetajiet ta'terzi (landlocked). L-Offerti għandhom ikunu akkumpanjati b'Bid-Bond għall-ammont ta' €10,900 hekk kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' mija u ħamsa u erbgħin elf u ħames mija u erbgħa u sittin ewro (€145,564) ma jiġux ikkunsidrati. Din l-offerta tista' tkun soġġetta għal drtitt 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. 36. Bejgħ ta' sit tale quale fi Triq Mikiel Anġlu Borg, San Ġiljan kif muri bl-aħmar fuq il-pjanta P.D.2017_0043. L-Offerti għandhom ikunu akkumpanjati b'Bid-Bond għall-ammont ta' €27,100 hekk kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta'disa' mija u ħamsa u ħamsin elf ewro (€955,000) ma jiġux ikkunsidrati. Din l-offerta tista' tkun soġġetta għal drtitt magħruf bħala dritt tal-ewwel rifjut skont artikolu Nru. 32 tal-

LANDS AUTHORITY

The Chief Executive Officer, Lands Authority, notifies that:

Sealed tenders in respect of the following advertisements have to be deposited in the tender box at the Lands Authority, Auberge de Baviere, Valletta, by 10.00 a.m. on Thursday, 13th June, 2024, for:

Advt No. 33. Lease, for the remaining period of the present lease which ends on the 31st May, 2028, of the bare Shop tale quale at No. 7 Block No. 16, Misraħ ir-Rebħa, Birgu as shown edged in red on plan P.D.2011_736. The present tenant does not want to remain in the lease and an interested third party is ready to assume the remaining term of this lease. The interested third party has been reserved the right of first refusal as per Article No. 3 (1) of Legal Notice 573.02. 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 one hundred and ten Euros and sixteen cents (€110.16) per annum will not be considered. A fee of €50 will be charged for the tender documents.

Advt No. 34. Lease for a period of fifteen (15) years of a garage tale quale without its own airspace at No. 14, Block 'M', Triq il-Wegħdiet, Birkirkara as shown edged in red on the plan P.D.72_87_5. This premises cannot be bought through the garage scheme. Tenders are to be accompanied by a Bid-Bond for an amount of €3,303 as stipulated in the tender conditions. Offers below the amount of one thousand and one hundred and one Euros (€1,101) 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. 35. Sale tale quale of a site at the back of the premises at 'Morning Star' Triq Ġanni Vassallo, Rabat, Gozo as shown edged in red on the plan P.D.2022_0416. This site is landlocked. Tenders are to be accompanied by a Bid-Bond for an amount of €10,900 as stipulated in the tender conditions. Offers below the amount of one hundred and forty-five thousand and five hundred and sixty-four Euros (€145,564) 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 document.

Advt No. 36. Sale of a site tale quale at Triq Mikiel Anġlu Borg, San Ġiljan as shown edged in red on the plan P.D.2017_0043. Tenders are to be accompanied by a Bid-Bond for an amount of €27,100 as stipulated in the tender conditions. Offers below the amount of nine hundred and fifty-five thousand Euros (€955,000) 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

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 mitluba 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 tagħżel 'Buy Tender' fuq il-paġna ta' dawn l-offerti fis-sit (https://landsauthority.org.mt/services/tendering/). Il-ħlas ta' ħamsin ewro (€50) għandu jsir permezz tas-sistema online tas-sit tal-Awtorità tal-Artijiet bil-card bankarja tal-preferenza tiegħek.

Il-31 ta' Mejju, 2024

KUNSILL LOKALI X-XAGĦRA

Il-Kunsill Lokali x-Xagħra jgħarraf illi:

Sejħiet għall-offerti għandhom jintlaqgħu mill-Kunsill Lokali x-Xagħra, permezz tal-ePPS, sal-10.00 a.m. ta' nhar it-Tlieta, 25 ta' Ġunju, 2024, għal:

Avviż Nru. TXLC/01/2024. Servizzi – provvediment ta' servizzi tal-arkitettura fix-Xagħra.

Id-dokumenti tal-offerta huma bla ħlas u jiġu miksuba, imniżżla u milqugħa BISS mis-sit elettroniku tal-etenders (www.etenders.gov.mt).

Kull kjarifika jew addenda lid-dokument tal-offerta jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

Il-Kunsill Lokali jżomm id-dritt li jirrifjuta kull offerta, anke l-aktar waħda vantaġġjuża.

Il-31 ta' Mejju, 2024

KUNSILL LOKALI X-XAGĦRA

Il-Kunsill Lokali x-Xagħra jgħarraf illi:

Sejħiet għall-offerti għandhom jintlaqgħu mill-Kunsill Lokali x-Xagħra, permezz tal-ePPS, sal-10.00 a.m. ta' nhar it-Tlieta, 25 ta' Ġunju, 2024, għal:

Avviż Nru. TXLC/02/2024. Provvisti – provvista u konsenja ta' vann tal-elettriku għall-Kunsill Lokali x-Xagħra.

Id-dokumenti tal-offerta huma bla ħlas u jiġu miksuba, imniżżla u milqugħa BISS mis-sit elettroniku tal-etenders (www.etenders.gov.mt).

Laws of Malta. A fee of €50 will be charged for the tender documents.

These advertisements 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 carefully read 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 webpage where these tenders are 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 your preferred banking card.

31st May, 2024

XAGĦRA LOCAL COUNCIL

The Xagħra Local Council notifies that:

Tenders will be received at the Xagħra Local Council through ePPS, up to 10.00 a.m. on Tuesday, 25th June, 2024, for:

Advt No. TXLC/01/2024. Services – provision of architectural services in Xagħra.

Tender documents are free of charge and are to be viewed/downloaded and submitted ONLY through the etenders website (www.etenders.gov.mt).

Any clarifications or addenda to the tender document will be uploaded and available to view and download from this same website.

The Local Council reserves the right to refuse any offer, even the most advantageous.

31st May, 2024

XAGĦRA LOCAL COUNCIL

The Xagħra Local Council notifies that:

Tenders will be received at the Xagħra Local Council through ePPS, up to 10.00 a.m. on Tuesday, 25th June, 2024, for:

Advt No. TXLC/02/2024. Supplies – supply and delivery of an electric van for the Xagħra Local Council.

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 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.

Il-31 ta' Mejju, 2024

KUNSILL LOKALI L-QALA

Il-Kunsill Lokali l-Qala jgħarraf lill-pubbliku ġenerali illi:

Offerti għandhom jintlaqgħu permezz tal-ePPS sad-9.30 a.m. ta' nhar it-Tlieta, 25 ta' Ġunju, 2024, għal:

Avviż Nru. QLLC/08/2024. Provvista, konsenja u installazzjoni ta' sistema ta' CCTV camera esterna għall-Kunsill Lokali l-Qala – diversi siti;

Avviż Nru. QLLC/09/2024. Xogħlijiet – rinnovar ta' latrina pubblika fil-Qala.

Id-dokumenti tal-offerti huma bla ħlas u jiġu miksuba/imniżżla u milqugħa BISS minn fuq is-sit elettroniku (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.

Il-31 ta' Mejju, 2024

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.

31st May, 2024

QALA LOCAL COUNCIL

The Qala Local Council notifies the general public that:

Tenders will be received through ePPS up to 9.30 a.m. on Tuesday, 25th June, 2024, for:

Advt No. QLLC/08/2024. Supply, delivery and installation of external CCTV camera system for the Qala Local Council – various sites;

Advt No. QLLC/09/2024. Works – upgrading of Qala public convenience.

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.

31st May, 2024

AVVIŻI TAL-QORTI – *COURT NOTICES*

1198

B'digriet mogħti fit-30 ta' April, 2024, mill-Qorti Ċivili (Sezzjoni ta' Ġuriżdizzjoni Volontarja) fuq rikors numru 1788/2023 ippreżentat min-Nutar Antonella Navarro, fejn fih ġie ordnat il-ftuħ u l-pubblikazzjoni tat-testment sigriet ta' Maria Ellul (KI 0175530M), bint il-mejtin Salvatore Cachia u Giovanna Cachia née Galea, imwielda s-Siġġiewi, Malta, u mietet l-Imsida, Malta, fit-13 ta' Novembru, 2021, ta' 91 sena.

Il-ftuħ u l-pubblikazzjoni ta' dan it-testment se jsir nhar it-Tlieta, 4 ta' Ġunju, 2024, fin-nofs siegha (12.30 p.m.) fl-Awla 17, il-Qorti, Il-Belt, Valletta, taħt il-Ministeru tan-Nutar Antonella Navarro.

By means of a decree given on the 30th of April, 2024, by The Civil Court (Voluntary Jurisdiction Section) on an application number 1788/2023 filed by Notary Antonella Navarro, wherein it has been ordered the opening and publication of the secret will of Maria Ellul (ID 0175530M), daughter of the late Salvatore Cachia and the late Giovanna Cachia née Galea, born at Siġġiewi, Malta, and died at Msida, Malta, on the 13th Novembru, 2021, aged 91 years.

The opening and publication are going to be held on Tuesday, 4th June, 2024, at half past noon (12.30 p.m.) in Hall 17, at the Law Courts, Valletta. under the ministry of Notary Antonella Navarro.

Reġistru tal-Qorti Ċivili (Sezzjoni ta' Ġurisdizzjoni Volontarja)

Illum 29 ta' Mejju, 2024

ANTONIA DALLI
Għar-Reġistratur, Qrati Ċivili u Tribunali

Registry of the Civil Court (Voluntary Jurisdiction Section)

Today the 29th May, 2024

ANTONIA DALLI
For The Registrar Civil Courts and Tribunals

1199

ARB/C059/2020 – VARJAZZJONI TAL-ORDNI TAL-IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fit-28 ta' Mejju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Leonard Caruana, LLD). Kumpilazzjoni Numru 652/2020, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

GORDON DEBONO;

YVETTE (YVETTE-MARIE) DEBONO, diżokkupata, 49 sena, bint Carmelo Chetcuti u Mary xebba Magro, imwielda San Ġiljan, Malta, fil-15 ta' Jannar, 1975, residenti f'9, Mistra Vista P/H, Triq il-Bajja, Marsaskala, u detentriċi ta' karta tal-identità Maltija bin-numru 117775M.

HI-LOW PROPERTIES LIMITED;

PETROPLUS LIMITED;

KB INVESTMENTS LIMITED;

KB LINES LIMITED;

SEABRASS LIMITED;

PETROBUNKERS LIMITED;

OIL AND SHIP TRADING LIMITED;

GORGE LIMITED;

S-CAPE YACHT CHARTER LIMITED;

S-CAPE LIMITED;

U

YVES LIMITED, b'numru tar-reġistrazzjoni Malti C84979 li għandha l-indirizz irreġistrat bħala 7, The Penthouse, Mistavista, Triq il-Bajja, Marsaskala.

ARB/C059/2020 – VARIATION OF A FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 28th May, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Leonard Caruana, LLD). Compilation Number 652/2020, in the case:

The Republic of Malta

Versus

GORDON DEBONO;

YVETTE (YVETTE-MARIE) DEBONO, unemployed, 49 years, daughter of Carmelo Chetcuti and Mary née Magro, born in St Julian's, Malta, on the 15th January, 1975, residing at 9, Mistra Vista P/H, Triq il-Bajja, Marsaskala, and holder of Maltese identity card bearing number 117775M.

HI-LOW PROPERTIES LIMITED;

PETROPLUS LIMITED;

KB INVESTMENTS LIMITED;

KB LINES LIMITED;

SEABRASS LIMITED;

PETROBUNKERS LIMITED;

OIL AND SHIP TRADING LIMITED;

GORGE LIMITED;

S-CAPE YACHT CHARTER LIMITED;

S-CAPE LIMITED;

AND

YVES LIMITED, with Maltese registration number C84979 and registered address at 7, The Penthouse, Mistavista, Triq il-Bajja, Marsaskala.

Il-Qorti AWTORIZZAT lill-imputata YVETTE (YVETTE-MARIE) DEBONO sabiex tħallas is-somma ta' erba' mija u għoxrin ewro u tletin ċenteżmu (€420.30) lil Elmo Insurance Limited rappreżentanti tat-tiġdid tal-polza tal-assigurazzjoni bir-referenza numru 401-1096655 u l-liċenzja tat-triq tal-istess vettura miżmuma f'isem l-imputata. Illi dan il-ħlas għandu jiġi eżegwit mill-kont tal-bank intestat f'isem is-soċjetà imputata YVES LIMITED li jispiċċa -2679 u li huwa miżmum mal-Bank of Valletta plc, u dan wara li tiġi preżentata vera kopja tar-renewal notice fil-Qorti.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 5 (3) tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta, wara digriet ta' ordni tal-iffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Caroline Farrugia Frendo, LLD) fil-25 ta' Novembru, 2020, li ġiet ippubblikata fil-Gazzetta tal-Gvern fl-1 ta' Diċembru, 2020, fejn il-Qorti ordnat is-sekwestru f'idejn terzi persuni b'mod ġenerali, tal-flejjes u l-proprjetà mobbli jew immobbli kollha li huma dovuti lil, jew imissu lil, jew li huma proprjetà ta' Gordon Debono, Yvette (Yvette-Marie) Debono, Hi-Low Properties Limited, Petroplus Limited, KB Investments Limited, KB Lines Limited, Seabrass Limited, Petrobunkers Limited, Oil And Ship Trading Limited, Gorge Limited, S-Cape Yacht Charter Limited, S-Cape Limited u YVES LIMITED.

Illum 29 ta' Mejju, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

The Court AUTHORISED the accused YVETTE (YVETTE-MARIE) DEBONO to pay the sum of four hundred and twenty euro and thirty cents (€420.30) to Elmo Insurance Limited representing the renewal of the insurance policy with reference number 401-1096655 and the road license for the same vehicle held in the name of the accused. This payment must be carried out from bank account listed in the name of the accused YVES LIMITED ending in -2679 and which is held with the Bank of Valletta plc, and this after presenting a true copy of the renewal notice in Court.

This variation is being published in terms of Article 5 (3) of the Prevention of Money Laundering Act, Cap. 373 of the Laws of Malta, following a freezing order which decree was given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Caroline Farrugia Frendo, LLD) on the 25th November, 2020, which was published in the Government Gazette on the 1st December, 2020, where the court ordered the attachment in the hands of third parties in general of all moneys and other movable or immovable property due or pertaining or belonging to Gordon Debono, YVETTE (YVETTE-MARIE) DEBONO, Hi-Low Properties Limited, Petroplus Limited, KB Investments Limited, KB Lines Limited, Seabrass Limited, Petrobunkers Limited, Oil And Ship Trading Limited, Gorge Limited, S-Cape Yacht Charter Limited, S-Cape Limited and YVES LIMITED.

Today 29th May, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1200

ARB/C053/2021 – VARJAZZJONI TAL-ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fis-6 ta' Mejju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti ta' Ġudikatura Kriminali (il-Maġistrat Dott. Donatella Frendo Dimech, LLD). Kumpilazzjoni Numru 371/2021, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

REDENT ZAMMIT, diżokkupat, ta' 51 sena, iben Andrew u Lorenza xebba Galea, imwieled Tal-Pietà, Malta, fit-13 ta' Awwissu, 1972, residenti f'169, St. Mary, Triq il-Merħba, Il-Fgura, u detentur ta' karta tal-identità Maltija bin-numru 348672M.

MARCIA YVETTE ZAMMIT;

CHANTELLE ZAMMIT;

ARB/C053/2021 – VARIATION OF SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 6th May, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Judicature (Magistrate Dr Donatella Frendo Dimech, LLD). Compilation Number 371/2021, in the case:

The Republic of Malta

Versus

REDENT ZAMMIT, unemployed, 51 years, son of Andrew and Lorenza née Galea, born in Tal-Pietà, Malta, on the 13th August, 1972, residing at 169, St. Mary, Triq il-Merħba, Fgura, and holder of Maltese identity card bearing number 348672M.

MARCIA YVETTE ZAMMIT;

CHANTELLE ZAMMIT;

ANDREW ZAMMIT;

U

MARY ROSE PISCOPO;

Il-Qorti AWTORIZZAT lill-imputat REDENT ZAMMIT sabiex iħallas is-self għad-dar fl-ammont ta' tliet mija u seba' ewro u tlieta u tmenin ċenteżmu (€307.83) mensili, u kif ukoll l-arretrati dovuti fuq l-istess self għad-dar, mill-kont tal-bank intestat f'isem l-imputat li jispiċċa -5001 u li huwa miżmum mal-HSBC Bank Malta plc.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 5 (3) tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta u Artikolu 36 (4) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta, wara digriet ta' ordni ta' qbid u ffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Donatella Frendo Dimech, LLD), fil-15 ta' Lulju, 2021, li ġiet ippubblikata fil-Gazzetta tal-Gvern fl-20 ta' Lulju, 2021, fejn il-Qorti ordnat iż-żamma u s-sekwestru f'idejn terzi persuni b'mod ġenerali, tal-flejjes u l-proprjetà mobbli jew immobbli kollha li huma dovuti lil, jew imissu lil, jew li huma proprjetà ta' REDENT ZAMMIT, Marcia Yvette Zammit, Chantelle Zammit, Andrew Zammit u Mary Rose Piscopo.

Illum 29 ta' Mejju, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

ANDREW ZAMMIT;

AND

MARY ROSE PISCOPO;

The Court AUTHORISED the accused REDENT ZAMMIT to pay the home loan in the amount of three hundred and seven euro and eighty-three cents (€307.83) per month, as well as the arrears due on the same home loan, from the bank account registered in the name of the accused ending in -5001 and held at the HSBC Bank Malta plc.

This variation is being published in terms of Section 5 (3) of the Prevention of Money Laundering Act, Cap. 373 of the Laws of Malta and Article 36 (4) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta, following a seizing and freezing order which decree was given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Donatella Frendo Dimech, LLD) on the 15th July, 2021, which was published in the Government Gazette on the 20th July, 2021, where the court ordered the attachment in the hands of third parties in general of all moneys and other movable or immovable property due or pertaining or belonging to REDENT ZAMMIT, Marcia Yvette Zammit, Chantelle Zammit, Andrew Zammit and Mary Rose Piscopo.

Today 29th May, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1201

AVVIŻ GĦALL-ĦATRA TA' AMMINISTRATUR

IKUN JAF KULĦADD illi b'digriet mogħti fl-20 ta' Mejju, 2024, mill-Qorti Kriminali (l-Onor. Imħallef Dott. Edwina Grima, LLD).

TECHNOLINE LIMITED, inkorporata fil-15 ta' Novembru, 1978, b'numru tar-reġistrazzjoni Malti C4250 u li għandha l-indirizz irreġistrat bħala 51, Edgar Bernard Street, Il-Gżira, Malta.

Il-Qorti TAĦTAR lil Dott. Helga Buttigieg bħala amministratur tas-soċjetà TECHNOLINE LIMITED u b'effett immedjat tieħu f'idejha l-ġestjoni u l-amministrazzjoni ordinarja tas-soċjetà u tan-negozju kollu tagħha filwaqt li tieħu l-miżuri meħtieġa għall-preservazzjoni aħjar tal-assi.

Dan l-avviż qed jiġi ppubblikat ai termini tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

NOTICE FOR THE APPOINTMENT OF ADMINISTRATOR

IT IS BEING NOTIFIED that by a decree dated 20th May, 2024, given by the Criminal Court (the Hon. Madame Justice Dr Edwina Grima, LLD).

TECHNOLINE LIMITED, incorporated on the 15th November, 1978, with Maltese registration number C4250 and registered address at 51, Edgar Bernard Street, Gżira, Malta.

The Court APPOINTS Dr Helga Buttigieg as the administrator for the company TECHNOLINE LIMITED and with immediate effect take over the management and ordinary administration of the mentioned company and all its business while taking the necessary measures for the better preservation of assets.

This notice is being published in terms of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

Illum 29 ta' Mejju, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

Today 29th May, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1202

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fil-11 ta' April, 2024, fuq rikors ta' Belair Sliema Limited (C88195) u fuq nota tal-BNF Bank plc ġja Banif Bank (Malta) plc ġie ffissat il-jum tal-Ħamis, 24 ta' Ottubru, 2024, 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:

L-arja sovraposta għal penthouse internament numerata ħamsa (5), ta' qies ta' mija u sitta u għoxrin metru kwadru (126mk), formanti parti minn blokk mibni fuq sitt sulari u li kien ġie mibni fuq sit preċedentement okkupat mill-fondi uffiċjalment immarkati numru mitejn u disgħa u ħamsin (259) u mitejn u wieħed u sittin (261), fi Triq D'Argens, Il-Gżira, suġġetta għall-użu tal-inkwilini tal-blokk sabiex jinstallaw, jimmantjenu u jsewwu s-servizzi permessi fuq il-bejt permezz ta' notifika almenu erbgħa u għoxrin (24) siegħa qabel l-użu u matul il-ġurnata, konfinanti l-intier tal-fond mil-Lvant mal-imsemmija Triq D'Argens, u mill-bqija ma' proprjetà tal-familja Moroni Viani jew suċċessuri tagħhom fit-titolu, bid-drittijiet u pertinenzi kollha tagħha, libera u franka, inkluż li jinbnew sulari addizzjonali u li llum dan l-għoli diġà ntlaħaq skont in-North Harbour Local Plan u dan ikun possibbli jekk isir tibdil fl-istess policy, u stmata li tiswa għoxrin elf ewro (€20,000).

Il-fond uffiċjalment immarkat bin-numru mitejn u sebgħa u ħamsin (257), fi Triq D'Argens, Il-Gżira, inkluż l-arja tiegħu li preżentament jinsab fi stat bħala art skavata ta' qies ta' disgħin punt sebgħa metru kwadru (90.7mk) u li tħalliet biss il-faċċata tiegħu, kopert bil-permess tal-bini PA/0878/18 maħruġ mill-Awtorità tal-Ippjanar, liema permess huwa preżentament skadut, u suġġett għas-sehem tiegħu miċ-ċens annwu u perpetwu ta' seba' ewro u tmienja u disgħin ċenteżmu (€7.98), li jifforma parti minn ċens akbar ta' tliet proprjetajiet bin-numri mitejn u sebgħa u ħamsin (257), mitejn u disgħa u ħamsin (259) u mitejn u wieħed u sittin (261) kollha fi Triq D'Argens, u mill-bqija liberu u frank, bid-drittijiet u pertinenzi kollha tiegħu u stmat li jiswa ħames mitt elf ewro (€500,000).

L-imsemmi fond huwa proprjetà ta' Frendo Peter James (KI 369782M).

N.B. L-imsemmi fond jinbiegħ bħalma ġie deskritt fl-atti tas-subbasta 44/2023.

By decree given by the Civil Court, First Hall, on the 11th April, 2024, on the application of Belair Sliema Limited (C88195) and by note of BNF Bank plc previously Banif Bank (Malta) plc, Thursday, 24st October, 2024, 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 Court Archives, Level -1, Courts of Justice, Triq ir-Repubblika, Valletta of the following property:

The airspace overlying the penthouse internally numbered five (5), measuring one hundred and twenty six square metres (126sqm), forming part of a block built on six floors and which was built on a site previously occupied by the tenements officially marked as numbers two hundred and fifty nine (259) and two hundred and sixty one (261), in Triq D'Argens, Gżira, subject to the use by the block residents to install, maintain and repair the allowed services on the roof premises, by means of a notification at least twenty four (24) hours prior to the use and during daytime, bounded East with the said Triq D'Argens, and on all other compass points with property of the Moroni Viani family or their successors in title, with all its rights and appurtenances, free and unencumbered, including the building of additional floors and which presently, this height is already reached according to the North Harbour Local Plan and this will be possible if changes are made to the same policy, and is valued at twenty thousand euro (€20,000).

The tenement officially marked number two hundred and fifty seven (257), in Triq D'Argens, Gżira, including its airspace, which presently is in a state as excavated land, measuring ninety point seven square metre (90.7sqm), apart from the facade which was not demolished, covered by a building permit PA/0878/18 issued from the Planning Authority, which permit is presently out dated, and is subject to its share of annual and perpetual ground rent of seven euro and ninety eight cent (€7.98) which forms part of a larger groundrent of three properties with numbers two hundred and fifty seven (257), two hundred and fifty nine (259) and two hundred and sixty one (261), all in Triq D'Argens, otherwise free and unencumebred, with all its rights and appurtenences, and is valued at five hundred thousand euro (€500,000).

The said tenement is the property of Frendo Peter James (ID 369782M).

N.B. The said tenement will be sold as described in the acts of judicial sales number 44/2023.

Reġistru tal-Qrati Superjuri, illum l-Erbgħa, 29 ta' Mejju, 2024

GAETANA AQUILINA
Għar-Reġistratur, Qrati Ċivili u Tribunali

Registry of the Superior Courts, this Wednesday, 29th May, 2024

GAETANA AQUILINA
For the Registrar, Civil Courts and Tribunals

1203

ARB/C034/2024 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fil-5 ta' April, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Rachel Montebello, LLD). Kumpilazzjoni Numru 161/2024, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

ROGER AGIUS, uffiċjal pubbliku, ta' 45 sena, iben il-mejjet Paul Agius u Maria Melita Agius xebba Zarb, imwieled San Ġiljan, Malta, fis-26 ta' Lulju, 1978, u residenti f'4, 'Carmen', Triq San Vinċenz, Birżebbuġa, u/jew 'Maria Dolores', Triq il-Karmnu, Ħal Luqa, u detentur ta' karta tal-identità Maltija bin-numru 396578M.

EMANUEL SPAGNOL, pensjonant, ta' 70 sena, iben il-mejjet Michele Spagnol u l-mejta Catarina Spagnol xebba Cutajar, imwieled iż-Żejtun, Malta, fis-26 ta' April, 1954, u residenti f'86, Triq San Klement, Iż-Żejtun, u detentur ta' karta tal-identità Maltija bin-numru 353254M.

DUSTIN CARUANA, impjegat, ta' 36 sena, iben Saviour Caruana u Rita Caruana xebba Vassallo, imwieled Tal-Pietà, Malta, fil-11 ta' Frar, 1988, u residenti f'4, Misraħ tas-Suq, Ħal Tarxien, u/jew Blk 2, Triq in-Nadur, Marsaskala, u detentur ta' karta tal-identità Maltija bin-numru 100988M.

LUKE SALIBA, impjegat, ta' 33 sena, iben il-mejjet Joseph Saliba u Rita Saliba xebba Sghendo, imwieled Tal-Pietà, Malta, fit-30 ta' Novembru, 1990, u residenti f''Costa Esmeralda', Flat 5, Triq Ċensu Farrugia, L-Imsida, u detentur ta' karta tal-identità Maltija bin-numru 567990M.

U

SILVIO (SILVIO JOHN) GRIXTI, tabib, ta' 49 sena, iben John Grixti u Emanuela Grixti xebba Cassar, imwieled Tal-Pietà, Malta, fis-6 ta' Frar, 1975, u residenti f'49, 'Cor Jesu', Triq San Girgor, Iż-Żejtun, u detentur ta' karta tal-identità Maltija bin-numru 111675M.

Il-Qorti ORDNAT is-sekwestru ta' kwalunkwe proprjetà li tkun f'idejn partijiet terzi li dwarha jkun hemm raġuni valida sabiex jitwemmen li l-proprjetà hija suġġetta għall-

ARB/C034/2024 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 5th April, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Rachel Montebello, LLD). Compilation Number 161/2024, in the case:

The Republic of Malta

Versus

ROGER AGIUS, public officer, 45 years, son of the late Paul Agius and Maria Melita Agius née Zarb, born in St. Julian's, Malta on the 26th July, 1978, and residing at 4, 'Carmen', Triq San Vinċenz, Birżebbuġa, and/or 'Maria Dolores', Triq il-Karmnu, Ħal Luqa, and holder of Maltese identity card bearing number 396578M.

EMANUEL SPAGNOL, pensioner, 70 years, son of the late Michele Spagnol and the late Catarina Spagnol née Cutajar, born in Żejtun, Malta, on the 26th April, 1954, and residing at 86, Triq San Klement, Żejtun, and holder of Maltese identity card bearing number 353254M.

DUSTIN CARUANA, employee, 36 years, son of Saviour Caruana and Rita Caruana née Vassallo, born in Tal-Pietà, Malta, on the 11th February, 1988, and residing at 4, Misraħ tas-Suq, Ħal Tarxien, and/or Blk 2, Triq in-Nadur, Marsaskala, and holder of Maltese identity card bearing number 100988M.

LUKE SALIBA, employee, 33 years, son of the late Joseph Saliba and Rita Saliba née Sghendo, born in Tal-Pietà, Malta, on the 30th November, 1990, and residing at 'Costa Esmeralda', Flat 5, Triq Ċensu Farrugia, Msida, and holder of Maltese identity card bearing number 567990M.

AND

SILVIO (SILVIO JOHN) GRIXTI, doctor, 49 years, son of John Grixti and Emanuela Grixti née Cassar, born in Tal-Pietà, Malta, on the 6th February, 1975, and residing at 49, 'Cor Jesu', Triq San Girgor, Żejtun, and holder of Maltese identity card bearing number 111675M.

The Court ORDERED the attachment of any property in the hands of third parties for which there is reasonable cause to believe that the property is subject to confiscation, and

konfiska, u qed iżżomm u tipprojbixxi lill-imputati ROGER AGIUS, EMANUEL SPAGNOL, DUSTIN CARUANA, LUKE SALIBA, u SILVIO (SILVIO JOHN) GRIXTI milli jittrasferixxu, jagħtu b'rahan, jipotekaw, jew b'xi mod ieħor ibiddlu jew jiddisponu minn dik il-proprjetà u minn proprjetà oħra tagħhom jew li tkun fil-pussess tagħhom, u dan ai termini tal-Artikolu 5 tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta, tal-Artikolu 23A tal-Kodiċi Kriminali, Kap. 9 tal-Liġijiet ta' Malta, u tal-Artikolu 36 (1) u tal-Artikolu 36 (4)(b)(i) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

Il-Qorti AWTORIZZAT lill-imputati li jirċievu l-ammont stabbilit mill-Ministru b'ordni fil-Gazzetta tal-Gvern ta' Malta Nru. 21,191 permezz tal-Avviż Legali 31 tal-2024 – Ordni tal-2024 li Jistabbilixxi l-Ammont Massimu Rilaxxjabbli lil Persuni li jkunu Suġġetti għal Ordnijiet ta' Sekwestru jew għal Ordnijiet ta' Qbid u Ffriżar taħt l-Att dwar ir-Rikavat mill-Kriminalità, ta' wieħed u għoxrin elf, disa' mija u ħamsa u erbgħin ewro (€21,945) kull sena bħala l-ammont massimu, wara li l-imputati jiddikjaraw permezz ta' rikors is-sors tal-fondi li għandhom jiġu perċepiti.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 5, fl-Artikolu 23A, fl-Artikolu 36 (1) u fl-Artikolu 36 (4)(b)(i) tkun ħatja ta' reat u teħel meta tinstab ħatja multa ta' mhux iżjed minn tnax-il elf ewro (€12,000), jew priġunerija għal żmien ta' mhux iżjed minn tnax-il (12) xahar, jew dik il-multa u priġunerija flimkien.

Kull trasferiment ieħor jew tneħħija oħra ta' proprjetà li jsiru bi ksur ta' dik l-ordni tal-Qorti jkunu nulli u ma jkollhom ebda effett fil-liġi.

Illum, 30 ta' Mejju, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

is restraining and prohibiting the accused ROGER AGIUS, EMANUEL SPAGNOL, DUSTIN CARUANA, LUKE SALIBA, and SILVIO (SILVIO JOHN) GRIXTI from transferring, pledging, hypothecating, or otherwise changing or disposing of any such property and of such other property owned by them or being in their possession, and this in terms of Article 5 of the Prevention of Money Laundering Act, Cap. 373 of the Laws of Malta, Article 23A of the Criminal Code, Cap. 9 of the Laws of Malta, and Article 36 (1) and Article 36 (4)(b)(i) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

The Court AUTHORISED the said accused to receive the amount established by the Minister by order in the Government Gazette of Malta No. 21,191 through Legal Notice 31 of 2024 – Establishment of Maximum Amount which may be Released to Persons who are Subject to Attachment Orders or to Seizing and Freezing Orders under the Proceeds of Crime Act Order, 2024, of twenty-one thousand, nine hundred and forty-five euro (€21,945) annually as the maximum amount, after the accused declare by means of an application the source of the funds which are to be perceived.

Any person who acts in contravention of the court order mentioned in Article 5, Article 23A, Article 36 (1) and Article 36 (4)(b)(i) referred to above shall be guilty of an offence and shall on conviction be liable to a fine (multa) not exceeding twelve thousand euro (€12,000), or to imprisonment for a period not exceeding twelve (12) months, or to both such fine and imprisonment.

Any transfer or other disposal of any property made in contravention of the said Court order shall be null and without effect at law.

Today, 30th May, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1204

ARB/C035/2024 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fid-9 ta' April, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti ta' Ġudikatura Kriminali (il-Maġistrat Dott. Lara Lanfranco, LLD). Kumpilazzjoni Numru 286/2024, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

JOLLY AGBONMWARE, warehouse operator, ta' 37 sena, iben il-mejjet Tera Agbonmware u Iven Agbonmware,

ARB/C035/2024 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 9th April, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Judicature (Magistrate Dr Lara Lanfranco, LLD). Compilation Number 286/2024, in the case:

The Republic of Malta

Versus

JOLLY AGBONMWARE, warehouse operator, 37 years, son of the late Tera Agbonmware and Iven Agbonmware,

imwieled in-Niġerja fit-28 ta' Jannar, 1987, u residenti f'Wicklow Court, Flat 6, Triq il-Perit Ġużeppi Farrugia, Is-Siġġiewi, u detentur ta' dokument ta' identifikazzjoni mis-Sezzjoni tal-Immigrazzjoni bin-numru 006677BB u dokument ta' identifikazzjoni Malti bin-numru 9002144A.

Il-Qorti ORDNAT is-sekwestru ta' kwalunkwe proprjetà li tkun f'idejn partijiet terzi li dwarha jkun hemm raġuni valida sabiex jitwemmen li l-proprjetà hija suġġetta għall-konfiska, u qed iżżomm u tipprojbixxi lill-imputat JOLLY AGBONMWARE milli jittrasferixxi, jagħti b'rahan, jipoteka, jew b'xi mod ieħor ibiddel jew jiddisponi minn dik il-proprjetà u minn proprjetà oħra tiegħu jew li tkun fil-pussess tiegħu sal-limitu ta' elf ewro (€1,000), u dan ai termini tal-Artikolu 23A tal-Kodiċi Kriminali, Kap. 9 tal-Liġijiet ta' Malta, u tal-Artikolu 36 (1) u tal-Artikolu 36 (4) (a) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

Il-Qorti AWTORIZZAT lill-imputat li jirċievi l-ammont stabbilit mill-Ministru b'ordni fil-Gazzetta tal-Gvern ta' Malta Nru. 21,191 permezz tal-Avviż Legali 31 tal-2024 – Ordni tal-2024 li Jistabbilixxi l-Ammont Massimu Rilaxxjabbli lil Persuni li jkunu Suġġetti għal Ordnijiet ta' Sekwestru jew għal Ordnijiet ta' Qbid u Ffriżar taħt l-Att dwar ir-Rikavat mill-Kriminalità, ta' wieħed u għoxrin elf, disa' mija u ħamsa u erbgħin ewro (€21,945) kull sena bħala l-ammont massimu, wara li l-imputat jiddikjara permezz ta' rikors is-sors tal-fondi li għandhom jiġu perċepiti.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 23A, u fl-Artikolu 36 (1) u fl-Artikolu 36 (4)(a) tkun ħatja ta' reat u teħel meta tinstab ħatja multa ta' mhux iżjed minn tnax-il elf ewro (€12,000), jew priġunerija għal żmien ta' mhux iżjed minn tnax-il (12) xahar, jew dik il-multa u priġunerija flimkien.

Kull trasferiment ieħor jew tneħħija oħra ta' proprjetà li jsiru bi ksur ta' dik l-ordni tal-Qorti jkunu nulli u ma jkollhom ebda effett fil-liġi.

Illum 30 ta' Mejju, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

born in Nigeria on the 28th January, 1987, and residing at Wicklow Court, Flat 6, Triq il-Perit Ġużeppi Farrugia, Siġġiewi, and holder of Immigration Unit identification document bearing number 006677BB and Maltese identification document bearing number 9002144A.

The Court ORDERED the attachment of any property in the hands of third parties for which there is reasonable cause to believe that the property is subject to confiscation, and is restraining and prohibiting the accused JOLLY AGBONMWARE from transferring, pledging, hypothecating, or otherwise changing or disposing of any such property and of such other property owned by him or being in his possession up to the limit of one thousand euro (€1,000), and this in terms of Article 23A of the Criminal Code, Cap. 9 of the Laws of Malta, and Article 36 (1) and Article 36 (4)(a) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

The Court AUTHORISED the said accused to receive the amount established by the Minister by order in the Government Gazette of Malta No. 21,191 through Legal Notice 31 of 2024 – Establishment of Maximum Amount which may be Released to Persons who are Subject to Attachment Orders or to Seizing and Freezing Orders under the Proceeds of Crime Act Order, 2024, of twenty-one thousand, nine hundred and forty-five euro (€21,945) annually as the maximum amount, after the accused declares by means of an application the source of the funds which are to be perceived.

Any person who acts in contravention of the court order mentioned in Article 23A, and Article 36 (1) and Article 36 (4)(a) referred to above shall be guilty of an offence and shall on conviction be liable to a fine (multa) not exceeding twelve thousand euro (€12,000), or to imprisonment for a period not exceeding twelve (12) months, or to both such fine and imprisonment.

Any transfer or other disposal of any property made in contravention of the said Court order shall be null and without effect at law.

Today 30th May, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1205

ARB/C036/2024 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fid-9 ta' April, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti ta' Ġudikatura Kriminali (il-Maġistrat Dott. Lara Lanfranco, LLD). Kumpilazzjoni Numru 2279/2024, fil-kawża fl-ismijiet:

ARB/C036/2024 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 9th April, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Judicature (Magistrate Dr Lara Lanfranco LLD). Compilation Number 2279/2024, in the case:

Ir-Repubblika ta' Malta

Kontra

ANNABELLE AZZOPARDI, Learning Support Educator, ta' 44 sena, bint Raymond Briffa u Georgina Briffa xebba Zammit, imwielda Ħ'Attard, Malta, fil-31 ta' Diċembru, 1979, u residenti f'9, 'Honey Buzzard', Triq il-Ħlewwa, Ħaż-Żebbuġ, Malta, u detentriċi ta' karta tal-identità Maltija bin-numru 57880M.

Il-Qorti ORDNAT is-sekwestru ta' kwalunkwe proprjetà li tkun f'idejn partijiet terzi li dwarha jkun hemm raġuni valida sabiex jitwemmen li l-proprjetà hija suġġetta għall-konfiska, u qed iżżomm u tipprojbixxi lill-imputata ANNABELLE AZZOPARDI milli tittrasferixxi, tagħti b'rahan, tipoteka, jew b'xi mod ieħor tbiddel jew tiddisponi minn dik il-proprjetà u minn proprjetà oħra tagħha jew li tkun fil-pussess tagħha sal-limitu ta' erbat elef, disa' mija u ħamsin ewro (€4,950), u dan ai termini tal-Artikolu 36 (1) u tal-Artikolu 36 (4)(a) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

Il-Qorti AWTORIZZAT lill-imputata li tirċievi l-ammont stabbilit mill-Ministru b'ordni fil-Gazzetta tal-Gvern ta' Malta Nru. 21,191 permezz tal-Avviż Legali 31 tal-2024 – Ordni tal-2024 li Jistabbilixxi l-Ammont Massimu Rilaxxjabbli lil Persuni li jkunu Suġġetti għal Ordnijiet ta' Sekwestru jew għal Ordnijiet ta' Qbid u Ffriżar taħt l-Att dwar ir-Rikavat mill-Kriminalità, ta' wieħed u għoxrin elf, disa' mija u ħamsa u erbgħin ewro (€21,945) kull sena bħala l-ammont massimu, wara li l-imputata tiddikjara permezz ta' rikors is-sors tal-fondi li għandhom jiġu perċepiti.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 36 (1) u fl-Artikolu 36 (4)(a) tkun ħatja ta' reat u teħel meta tinstab ħatja multa ta' mhux iżjed minn tnax-il elf ewro (€12,000), jew priġunerija għal żmien ta' mhux iżjed minn tnax-il (12) xahar, jew dik il-multa u priġunerija flimkien.

Kull trasferiment ieħor jew tneħħija oħra ta' proprjetà li jsiru bi ksur ta' dik l-ordni tal-Qorti jkunu nulli u ma jkollhom ebda effett fil-liġi.

Illum 30 ta' Mejju, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

The Republic of Malta

Versus

ANNABELLE AZZOPARDI, Learning Support Educator, 44 years, daughter of Raymond Briffa and Georgina Briffa née Zammit, born in Ħ'Attard, Malta, on the 31st December, 1979, and residing at 9, 'Honey Buzzard', Triq il-Ħlewwa, Ħaż-Żebbuġ, Malta, and holder of Maltese identity card bearing number 57880M.

The Court ORDERED the attachment of any property in the hands of third parties for which there is reasonable cause to believe that the property is subject to confiscation, and is restraining and prohibiting the accused ANNABELLE AZZOPARDI from transferring, pledging, hypothecating, or otherwise changing or disposing of any such property and of such other property owned by her or being in her possession up to the limit of four thousand, nine hundred and fifty euro (€4,950), and this in terms of Article 36 (1) and Article 36 (4)(a) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

The Court AUTHORISED the said accused to receive the amount established by the Minister by order in the Government Gazette of Malta No. 21,191 through Legal Notice 31 of 2024 – Establishment of Maximum Amount which may be Released to Persons who are Subject to Attachment Orders or to Seizing and Freezing Orders under the Proceeds of Crime Act Order, 2024, of twenty-one thousand, nine hundred and forty-five euro (€21,945) annually as the maximum amount, after the accused declares by means of an application the source of the funds which are to be perceived.

Any person who acts in contravention of the court order mentioned in Article 36 (1) and Article 36 (4)(a) referred to above shall be guilty of an offence and shall on conviction be liable to a fine (multa) not exceeding twelve thousand euro (€12,000), or to imprisonment for a period not exceeding twelve (12) months, or to both such fine and imprisonment.

Any transfer or other disposal of any property made in contravention of the said Court order shall be null and without effect at law.

Today 30th May, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1206

ARB/C037/2024 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fil-11 ta' April, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti

ARB/C037/2024 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 11th April, 2024, given by the Court of Magistrates (Malta) as

ta' Ġudikatura Kriminali (il-Maġistrat Dott. Ann Marie Thake, LLD). Kumpilazzjoni Numru 956/2024, fil-kawża fl-ismijiet:

Il-Pulizija
(l-Ispettur Clive Abela)

Kontra

JOHANN DELICATA, diżokkupat, ta' 45 sena, iben John Delicata u Helen Delicata xebba Abela, imwieled Tal-Pietà, Malta, fl-24 ta' Jannar, 1979, u residenti fi 32, 'Oberon', Triq il-Bwieraq, Birkirkara, u/jew 271, 'England', Triq Fleur-De-Lys, Birkirkara, u detentur ta' karta tal-identità Maltija bin-numru 86579M.

Il-Qorti ORDNAT is-sekwestru ta' kwalunkwe proprjetà li tkun f'idejn partijiet terzi li dwarha jkun hemm raġuni valida sabiex jitwemmen li l-proprjetà hija suġġetta għall-konfiska, u qed iżżomm u tipprojbixxi lill-imputat JOHANN DELICATA milli jittrasferixxi, jagħti b'rahan, jipoteka, jew b'xi mod ieħor ibiddel jew jiddisponi minn dik il-proprjetà u minn proprjetà oħra tiegħu jew li tkun fil-pussess tiegħu sal-limitu ta' elfejn u mitt ewro (€2,100), u dan ai termini tal-Artikolu 23A tal-Kodiċi Kriminali, Kap. 9 tal-Liġijiet ta' Malta, tal-Artikolu 36 (1) u tal-Artikolu 36 (4)(a) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

Il-Qorti AWTORIZZAT lill-imputat li jirċievi l-ammont stabbilit mill-Ministru b'ordni fil-Gazzetta tal-Gvern ta' Malta Nru. 21,191 permezz tal-Avviż Legali 31 tal-2024 – Ordni tal-2024 li Jistabbilixxi l-Ammont Massimu Rilaxxjabbli lil Persuni li jkunu Suġġetti għal Ordnijiet ta' Sekwestru jew għal Ordnijiet ta' Qbid u Ffriżar taħt l-Att dwar ir-Rikavat mill-Kriminalità, ta' wieħed u għoxrin elf, disa' mija u ħamsa u erbgħin ewro (€21,945) kull sena bħala l-ammont massimu, wara li l-imputat jiddikjara permezz ta' rikors is-sors tal-fondi li għandhom jiġu perċepiti.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 23A, fl-Artikolu 36 (1), u fl-Artikolu 36 (4)(a) tkun ħatja ta' reat u teħel meta tinstab ħatja multa ta' mhux iżjed minn tnax-il elf ewro (€12,000), jew priġunerija għal żmien ta' mhux iżjed minn tnax-il (12) xahar, jew dik il-multa u priġunerija flimkien.

Kull trasferiment ieħor jew tneħħija oħra ta' proprjetà li jsiru bi ksur ta' dik l-ordni tal-Qorti jkunu nulli u ma jkollhom ebda effett fil-liġi.

Illum 30 ta' Mejju, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

a Court of Criminal Judicature (Magistrate Dr Ann Marie Thake, LLD). Compilation Number 956/2024, in the case:

The Police
(Inspector Clive Abela)

Versus

JOHANN DELICATA, unemployed, 45 years, son of John Delicata and Helen Delicata née Abela, born in Tal-Pietà, Malta, on the 24th January, 1979, and residing at 32, 'Oberon', Triq il-Bwieraq, Birkirkara, and/or 271, 'England', Triq Fleur-De-Lys, Birkirkara, and holder of Maltese identity card bearing number 86579M.

The Court ORDERED the attachment of any property in the hands of third parties for which there is reasonable cause to believe that the property is subject to confiscation, and is restraining and prohibiting the accused JOHANN DELICATA from transferring, pledging, hypothecating, or otherwise changing or disposing of any such property and of such other property owned by him or being in his possession up to the limit of two thousand, one hundred euro (€2,100), and this in terms of Article 23A of the Criminal Code, Cap. 9 of the Laws of Malta, Article 36 (1) and Article 36 (4)(a) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

The Court AUTHORISED the said accused to receive the amount established by the Minister by order in the Government Gazette of Malta No. 21,191 through Legal Notice 31 of 2024 – Establishment of Maximum Amount which may be Released to Persons who are Subject to Attachment Orders or to Seizing and Freezing Orders under the Proceeds of Crime Act Order, 2024, of twenty-one thousand, nine hundred and forty-five euro (€21,945) annually as the maximum amount, after the accused declares by means of an application the source of the funds which are to be perceived.

Any person who acts in contravention of the court order mentioned in Article 23A, Article 36 (1), and Article 36 (4) (a) referred to above shall be guilty of an offence and shall on conviction be liable to a fine (multa) not exceeding twelve thousand euro (€12,000), or to imprisonment for a period not exceeding twelve (12) months, or to both such fine and imprisonment.

Any transfer or other disposal of any property made in contravention of the said Court order shall be null and without effect at law.

Today 30th May, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1207

ARB/C038/2024 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fit-22 ta' Mejju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Elaine Rizzo, LLD). Kumpilazzjoni Numru 434/2024, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

LUCA TAVOLARO, impjegat, ta' 50 sena, iben Vittorio u l-mejta Antonietta Esposito, imwieled l-Italja fit-28 ta' Settembru, 1973, u residenti f'Sea Eagle Court, Flat 15, Triq Andrew Cunningham, San Pawl il-Baħar, u detentur ta' dokument ta' identifikazzjoni Malti bin-numru 192034A.

JARLEIDE SILVA DE LIMA, diżokkupata, ta' 38 sena, bint Marcos Oliveira u Josenira Silva De Lima, imwielda l-Brażil fit-23 ta' Novembru, 1985, u residenti f'Sea Eagle Court, Flat 15, Triq Andrew Cunningham, San Pawl il-Baħar, u detentriċi passaport Brażiljan bin-numru YC999440 u ta' dokument ta' identifikazzjoni Malti bin-numru 234667A.

U

MICHELY SILVA DE LIMA, impjegata, ta' 39 sena, bint Marcos Oliveira u Josenira Silva De Lima, imwielda l-Brażil fit-12 ta' Diċembru, 1984, u residenti f'Sea Eagle Court, Flat 15, Triq Andrew Cunningham, San Pawl il-Baħar, u detentriċi ta' passaport Brażiljan bin-numru GC769796 u dokument ta' identifikazzjoni Malti bin-numru 444074A.

Il-Qorti ORDNAT is-sekwestru ta' kwalunkwe proprjetà li tkun f'idejn partijiet terzi li dwarha jkun hemm raġuni valida sabiex jitwemmen li l-proprjetà hija suġġetta għall-konfiska, u qed iżżomm u tipprojbixxi lill-imputati LUCA TAVOLARO, JARLEIDE SILVA DE LIMA, u MICHELY SILVA DE LIMA milli jittrasferixxu, jagħtu b'rahan, jipotekaw, jew b'xi mod ieħor ibiddlu jew jiddisponu minn dik il-proprjetà u minn proprjetà oħra tagħhom jew li tkun fil-pussess tagħhom, u dan ai termini tal-Artikolu 36(1) u tal-Artikolu 36(4)(b)(i) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

Il-Qorti AWTORIZZAT lill-imputati li jirċievu l-ammont stabbilit mill-Ministru b'ordni fil-Gazzetta tal-Gvern ta' Malta Nru. 21,191 permezz tal-Avviż Legali 31 tal-2024 – Ordni tal-2024 li Jistabbilixxi l-Ammont Massimu Rilaxxjabbli lil Persuni li jkunu Suġġetti għal Ordnijiet ta'

ARB/C038/2024 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 22nd May, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Elaine Rizzo, LLD). Compilation Number 434/2024, in the case:

The Republic of Malta

Versus

LUCA TAVOLARO, employee, 50 years, son of Vittorio and the late Antonietta Esposito, born in Italy on the 28th September, 1973, and residing at Sea Eagle Court, Flat 15, Triq Andrew Cunningham, St Paul's Bay, and holder of Maltese identification document bearing number 192034A.

JARLEIDE SILVA DE LIMA, unemployed, 38 years, daughter of Marcos Oliveira and Josenira Silva De Lima, born in Brazil on the 23rd November, 1985, and residing at Sea Eagle Court, Flat 15, Triq Andrew Cunningham, St Paul's Bay and holder of Brazilian passport bearing number YC999440 and Maltese identification document bearing number 234667A.

AND

MICHELY SILVA DE LIMA, employee, 39 years, daughter of Marcos Oliveira and Josenira Silva De Lima, born in Brazil on the 12th December, 1984, and residing at Sea Eagle Court, Flat 15, Triq Andrew Cunningham, St Paul's Bay and holder of Brazilian passport bearing number GC769796 and Maltese identification document bearing number 444074A.

The Court ORDERED the attachment of any property in the hands of third parties for which there is reasonable cause to believe that the property is subject to confiscation, and is restraining and prohibiting the accused LUCA TAVOLARO, JARLEIDE SILVA DE LIMA, and MICHELY SILVA DE LIMA from transferring, pledging, hypothecating, or otherwise changing or disposing of any such property and of such other property owned by him or being in his possession, and this in terms of Article 36(1) and Article 36(4)(b)(i) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

The Court AUTHORISED the said accused to receive the amount established by the Minister by order in the Government Gazette of Malta No. 21,191 through Legal Notice 31 of 2024 – Establishment of Maximum Amount which may be Released to Persons who are Subject to

Sekwestru jew għal Ordnijiet ta' Qbid u Ffriżar taħt l-Att dwar ir-Rikavat mill-Kriminalità, ta' wieħed u għoxrin elf, disa' mija u ħamsa u erbgħin ewro (€21,945) kull sena bħala l-ammont massimu, wara li l-imputati jiddikjaraw permezz ta' rikors is-sors tal-fondi li għandhom jiġu perċepiti.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 36(1) u fl-Artikolu 36(4)(b)(i) tkun ħatja ta' reat u teħel meta tinstab ħatja multa ta' mhux iżjed minn tnax-il elf ewro (€12,000), jew priġunerija għal żmien ta' mhux iżjed minn tnax-il (12) xahar, jew dik il-multa u priġunerija flimkien.

Kull trasferiment ieħor jew tneħħija oħra ta' proprjetà li jsiru bi ksur ta' dik l-ordni tal-Qorti jkunu nulli u ma jkollhom ebda effett fil-liġi.

Illum 30 ta' Mejju, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

Attachment Orders or to Seizing and Freezing Orders under the Proceeds of Crime Act Order, 2024, of twenty-one thousand, nine hundred and forty-five euro (€21,945) annually as the maximum amount, after the accused declares by means of an application the source of the funds which are to be perceived.

Any person who acts in contravention of the court order mentioned in Article 36(1) and Article 36(4)(b)(i) referred to above shall be guilty of an offence and shall on conviction be liable to a fine (multa) not exceeding twelve thousand euro (€12,000), or to imprisonment for a period not exceeding twelve (12) months, or to both such fine and imprisonment.

Any transfer or other disposal of any property made in contravention of the said Court order shall be null and without effect at law.

Today 30th May, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1208

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fl-4 ta' April, 2024, fl-atti tar-Rikors Ġuramentat numru1186/2023TA, li ġie ppreżentat fis-17 ta' Ottubru, 2023, fl-ismijiet: Ocean & Sky Logistics Limited vs Ocean Marine Services Limited et, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187(3) et sequitur tal-Kap.12 biex isservi ta' notifika fil-konfront tal-intimati. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Tikkundanna lill-istess intimati Ocean Marine Services Limited u Alex Polidano jħallsu s-somma ta' tliet mija u tlieta u sebgħin elf, sitt mija u sitta u tmenin ewro (€373,686.00). Bl-ispejjeż kollha u bl-imgħax legali kontra l-intimati li minn issa huma inġunti għas-subizzjoni.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għas-smigħ nhar 24 ta' Ġunju, 2024, fid-9.30 a.m.

Notifika Intimati: Ocean Marine Services Limited, Penmaric, Triq il-Ferrovija l-Qadima, Birkirkara
Polidano Alex, 54, Pangea, Triq ix-Xagħra ta' Barra, Il-Mellieħa

Reġistru tal-Qrati Superjuri, illum 27 ta' Mejju, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
Għar-Reġistratur, Qrati Ċivili u Tribunali

By means of a decree given by the Civil Court, First Hall, on the 4th April, 2024, in the records of Sworn Application number 1186/2023TA, which was filed on the 17th October, 2023, in the names: Ocean & Sky Logistics Limited vs Ocean Marine Services Limited et, the following publication was ordered, in terms of Article 187 (3) et sequitur of Cap.12 for the purpose of service of the respondents. The applicant asked this Honourable Court to, among others: Condemn the same respondents Ocean Marine Services Limited and Alex Polidano to pay the sum of three hundred and seventy three thousand, six hundred and eighty six euro (€373,686.00). With all costs and legal interest against the respondents who are from now summoned so that a reference to their evidence be made.

The Sworn Application in the names mentioned above is adjourned for hearing on the 24th June, 2024, at 9.30 a.m.

Notify Respondents: Ocean Marine Services Limited, Penmaric, Triq il-Ferrovija l-Qadima, Birkirkara
Polidano Alex, 54, Pangea, Triq ix-Xagħra ta' Barra, Mellieħa

Registry of the Superior Courts, today 27th May, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

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