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# Gazzetta tal-Gvern ta' Malta
## The Malta Government Gazette

**Il-Ġimgħa, 9 ta' Awwissu, 2024**
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## SOMMARJU – SUMMARY

Notifikazzjonijiet tal-Gvern ..... 23,655 - 23,662
*Government Notices* ..... *23,655 - 23,662*

Avviżi tal-Pulizija ..... 23,662 - 23,671
*Police Notices* ..... *23,662 - 23,671*

Avviżi lill-Baħħara ..... 23,671 - 23,672
*Notices to Mariners* ..... *23,671 - 23,672*

Opportunitajiet ta' Impjieg ..... 23,672 - 23,822
*Employment Opportunities* ..... *23,672 - 23,822*

Avviżi tal-Gvern ..... 23,823 - 23,834
*Notices* ..... *23,823 - 23,834*

Offerti ..... 23,834 - 23,838
*Tenders* ..... *23,834 - 23,838*

Avviżi tal-Qorti ..... 23,839 - 23,862
*Court Notices* ..... *23,839 - 23,862*

## NOTIFIKAZZJONIJIET TAL-GVERN

**Nru. 1018**

**PUBBLIKAZZJONI TA' ATT FIS-SUPPLIMENT**

HUWA avżat għall-informazzjoni ġenerali li l-Att li ġej huwa ppubblikat fis-Suppliment li jinsab ma' din il-Gazzetta:

Att Nru XXXIII tal-2024 imsejjaħ l-Att tal-2024 dwar is-Saħħa u s-Sigurtà fuq ix-Xogħol.

Id-9 ta' Awwissu, 2024

**Nru. 1019**

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

**Nomina ta' Nutar Delegat/Konservatur**

NGĦARRFU b'dan illi bis-saħħa tas-setgħat mogħtijin bl-artikolu 20 tal-Att dwar il-Professjoni u Arkivji Nutarili, il-Qorti ta' Reviżjoni Nutarili innominat lin-Nutar Dott. Christopher Vella bħala nutar delegat u konservatur tal-atti tan-Nutar Dott. Andre Farrugia u dan għall-perjodu bejn it-3 ta' Awwissu, 2024 u l-25 ta' Awwissu, 2024.

Illum it-Tlieta, 6 ta' Awwissu, 2024

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

**Nru. 1020**

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

**Nomina ta' Nutar Delegat/Konservatur**

NGĦARRFU b'dan illi bis-saħħa tas-setgħat mogħtijin bl-artikolu 20 tal-Att dwar il-Professjoni u Arkivji Nutarili, il-Qorti ta' Reviżjoni Nutarili innominat lin-Nutar Dott. Stephenie Sant bħala nutar delegat u konservatur tal-atti tan-Nutar Dott. Nicole Cassar u dan għall-perjodu bejn is-7 ta' Awwissu, 2024 u d-19 ta' Awwissu, 2024.

Illum it-Tlieta, 6 ta' Awwissu, 2024

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

## GOVERNMENT NOTICES

**No. 1018**

**PUBLICATION OF ACT IN SUPPLEMENT**

IT is notified for general information that the following Act is published in the Supplement to this Gazette:

Act No. XXXIII of 2024 entitled the Health and Safety at Work Act, 2024.

9th August, 2024

**No. 1019**

**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 Christopher Vella to be notary delegate and keeper of the Acts for Notary Dr Andre Farrugia for the period between the 3rd August, 2024 and the 25th August, 2024.

Today Tuesday, 6th August, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

**No. 1020**

**NOTARIAL PROFESSION AND NOTARIAL ARCHIVES ACT (CAP. 55)**

**Appointment of Notary Delegate/Keeper**

IT is hereby notified that in exercise of the powers conferred by Section 20 of the Notarial Profession and Notarial Archives Act, the Court of Revision of Notarial Acts has appointed Notary Dr Stephenie Sant to be Notary delegate and keeper of the Acts for Notary Dr Nicole Cassar for the period between the 7th August, 2024 and the 19th August, 2024.

Today Tuesday, 6th August, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

**No. 1021**

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

**Noti ta' Spjegazzjoni[1] – Regolamenti tal-2024 li jemendaw ir-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli**

**1. Introduzzjoni**

It-titolu ta' dawn ir-regolamenti hu r-Regolamenti tal-2024 li jemendaw ir-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli (hawn iżjed 'il quddiem imsejħa r-"regolamenti").

Dan id-dokument jikkonċerna l-emenda tar-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli (L.S. 117.39) u l-imsemmija regolamenti ġew imfassla mill-Aġenzija għall-Pagamenti Agrikoli u Rurali (ARPA) fi ħdan il-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali (MAFA).

**2. Sommarju u sfond**

Ir-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli (L.S. 117.39) attwali jeħtieġu aġġornamenti sabiex tiġi żgurata konformità mal-leġislazzjoni l-ġdida tal-Politika Agrikola Komuni (PAK) 2023-2027, biex b'hekk jiġu aġġornati r-referenzi għal leġiżlazzjoni tal-Unjoni Ewropea li ġiet imħassra (ir-Regolament (UE) Nru 1306/2013 ġie mħassar u sostitwit mir-Regolamenti (UE) Nru 2021/2115 u 2021/2116) kif ukoll kjarifika ta' ċerti tifsiriet u termini użati skont l-implimentazzjoni attwali.

Termini bħal "reġistrat" u "reġistrazzjoni" qed jiġu sostitwiti b'"rikonoxxut" u "rikonoxximent", kif xieraq, filwaqt li ġew inklużi kjarfiki dwar id-dežinjazzjoni u l-kompożizzjoni tal-Bord ta' Rikonoxximent tas-Servizzi Konsultattivi għall-Azjendi Agrikoli. Il-kundizzjonijiet għar-rikonoxximenti tas-servizzi konsultattivi għall-azjendi agrikoli u r-responsabbiltajiet tagħhom ġew ukoll kjarfikati kif meħtieġ.

L-għan aħħari ta' dawn ir-regolamenti huwa li tiġi żgurata l-implimentazzjoni kontinwa tas-servizzi konsultattivi għall-azjendi agrikoli taħt il-Politika Agrikola Komuni (PAK) tal-UE f'Malta.

**3. Ħarsa ġenrali lejn l-istruttura tal-istrument**

Ir-regolamenti jikkonsistu fi tlieta u għoxrin (23) regolament li jiddeskrivu l-emendi li għandhom isiru fir-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli (L.S. 117.39).

**4. Kummentarju dwar partijiet u regolamenti**

L-emendi għar-regolamenti jikkonċernaw primarjament:

[1]Dawn in-Noti ta' Spjegazzjoni huma għall-fini ta' u skont l-artikolu 3(2)(ċ) tal-Att dwar in-Negozji ż-Żgħar (Kapitolu 512 tal-Liġijiet ta' Malta).

(a) aġġornament tar-referenzi leġislattivi rilevanti fir-rigward tar-Regolamenti tal-UE biex jiġu allinjati mal-leġiżlazzjoni l-ġdida tal-Politika Agrikola Komuni (PAK) 2023-2027;

(b) emenda tal-isem tal-Bord ta' Rikonoxximent tas-Servizzi Konsultattivi għall-Azjendi Agrikoli u introduzzjoni ta' dispożizzjonijiet ġodda li jiċċaraw il-kompożizzjoni tal-Bord;

(ċ) aġġornament kif xieraq tal-oqsma konsultattivi li għandhom jiġu rikonoxxuti mill-Bord ta' Rikonoxximent tas-Servizzi Konsultattivi għall-Azjendi Agrikoli skont ir-Regolamenti applikabbli tal-UE;

(d) it-twettiq ta' emendi oħra meħtieġa.

**5. Taqsima konklużiva**

Dawn ir-regolamenti għandhom jidħlu fis-seħħ fi żmien xahrejn (2) mill-pubblikazzjoni tagħhom fil-Gazzetta tal-Gvern.

Għal aktar informazzjoni jekk jogħġbok ikkuntattja: l-Aġenzija għall-Pagamenti Agrikoli u Rurali permezz tat-telefown fuq 22926148 jew permezz ta' email mibgħuta lil (arpa.mafa@gov.mt).

**N.B. Dawn in-Noti ta' Spjegazzjoni mhumiex maħsuba biex ikunu deskrizzjoni eżawrjenti tal-istrument legali u lanqas sostitut tiegħu jew suppliment leġiżlattiv għall-istess. Dawn in-Noti ta' Spjegazzjoni mhumiex intiżi bħala deċiżjoni awtorevoli fuq l-interpretazzjoni tal-leġiżlazzjoni.**

Id-9 ta' Awwissu, 2024

**Linji Gwida għall-Utent – Regolamenti tal-2024 li jemendaw ir-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli**

**1. Introduzzjoni**

It-titolu ta' dawn ir-regolamenti hu r-Regolamenti tal-2024 li jemendaw ir-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli (hawn iżjed 'il quddiem imsejħa r-"regolamenti").

Dan id-dokument jikkonċerna l-emenda tar-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli (L.S. 117.39) u l-imsemmija regolamenti ġew imfassla mill-Aġenzija għall-Pagamenti Agrikoli u Rurali (ARPA) fi ħdan il-Ministeru għall-Agrikoltura, Sajd u Drittijiet tal-Annimali (MAFA).

Ir-Regolamenti dwar Servizzi Konsultattivi għall-Azjendi Agrikoli (L.S. 117.39) attwali jeħtieġu aġġornamenti sabiex tiġi żgurata konformità mal-leġislazzjoni l-ġdida tal-Politika Agrikola Komuni (PAK) 2023-2027, biex b'hekk jiġu aġġornati r-referenzi għal leġiżlazzjoni tal-Unjoni Ewropea li ġiet imħassra (ir-Regolament (UE) Nru 1306/2013 ġie mħassar u sostitwit mir-Regolamenti (UE) Nru 2021/2115 u 2021/2116) kif ukoll kjarifika ta' ċerti tifsiriet u termini użati skont l-implimentazzjoni attwali.

L-għan aħħari ta' dawn ir-regolamenti huwa li tiġi żgurata l-implimentazzjoni kontinwa tas-servizzi konsultattivi għall-azjendi agrikoli taħt il-Politika Agrikola Komuni (PAK) tal-UE f'Malta.

**2. Udjenza fil-mira**

Dawn il-linji gwida għall-utenti huma maħsuba biex jipprovdu informazzjoni utli dwar dawn ir-regolamenti emendatorji għall-forniturі ta' servizzi konsultattivi għall-azjendi agrikoli interessati, inklużi l-kundizzjonijiet u r-rekwiżiti għar-rikonoxximent ta' tali forniturі.

**3. Applikabilità**

Ir-regolamenti jikkonsistu fi tlieta u għoxrin (23) regolament li jiddeskrivu l-emendi li għandhom isiru fir-Regolamenti dwar Servizzi Konsultattivi għall-Irziezet (L.S. 117.39).

Ċerti kundizzjonijiet japplikaw għall-istabbiliment u l-kompożizzjoni tal-bord ta' rikonoxximent tas-servizzi konsultattivi għall-azjendi agrikoli u r-responsabbiltajiet tagħhom.

Emendi oħra jikkonċernaw forniturі ta' servizzi konsultattivi għall-azjendi agrikoli rikonoxxuti jew interessati li jiġu rikonoxxuti biex jipprovdu pariri tekniċi lill-bdiewa kif meħtieġ skont il-Politika Agrikola Komuni (PAK) tal-UE.

**4. Konformità**

L-emendi tar-regolamenti jikkonċernaw prinċipalment:

(a) l-aġġornament tar-referenzi leġiżlattivi rilevanti fir-rigward tar-Regolamenti tal-UE biex jiġu allinjati mal-leġiżlazzjoni l-ġdida tal-Politika Agrikola Komuni (PAK) 2023-2027;

(b) l-emenda tal-isem tal-Bord għar-Rikonoxximent tas-Servizzi Konsultattivi għall-Irziezet u l-introduzzjoni ta' dispożizzjonijiet ġodda li jiċċaraw il-kompożizzjoni tal-Bord;

(c) l-aġġornament kif xieraq tal-oqsma konsultattivi li għandhom jiġu rikonoxxuti mill-Bord għar-Rikonoxximent tas-Servizzi Konsultattivi għall-Irziezet skont ir-Regolamenti applikabbli tal-UE;

(d) it-twettiq ta' emendi oħra meħtieġa.

Is-servizzi konsultattivi għall-azjendi agrikoli rikonoxxuti jew il-forniturі ta' servizzi konsultattivi għall-azjendi agrikoli li jixtiequ jiġu rikonoxxuti għandhom jirrispettaw il-kundizzjonijiet stipulati f'dawn ir-regolamenti f'kull ħin.

**5. Responsabbiltajiet tar-Regolatur**

Ir-regolatur huwa l-Awtorità Kompetenti li ġiet identifikata b'dawn ir-regolamenti, jiġifieri l-Aġenzija għall-Pagamenti Agrikoli u Rurali (ARPA) fi ħdan il-Ministeru responsabbli għall-Agrikoltura. L-Awtorità Kompetenti għandha r-responsabbiltà li tinnomina lis-Segretarju għall-Bord għar-Rikonoxximent tas-Servizzi Konsultattivi għall-Azjendi Agrikoli.

Barra minn hekk, l-Awtorità Kompetenti taqdi wkoll ir-rwol tal-aġenzija tal-pagamenti ta' Malta fl-implimentazzjoni ta' skemi ffinanzjati mill-UE li joħorġu mill-Politika Agrikola Komuni (PAK) tal-UE kif stabbilit taħt il-Pjan Strateġiku tal-PAK 2023-2027 ta' Malta.

**6. Kuntatt**

Għal aktar informazzjoni dwar dawn il-linji gwida u r-regolamenti li jemendaw applikabbli, wieħed jista' jikkuntattja lir-regolatur permezz tat-telefon fuq 22926148 jew permezz ta' posta elettronika mibgħuta lil arpa.mafa@gov.mt.

**N.B. Dawn il-Linji Gwida għall-utent mhumiex maħsuba biex ikunu deskrizzjoni eżawrjenti tal-istrument u lanqas sostitut tiegħu jew suppliment leġiżlattiv għalih. Kwalunkwe żball jew omissjoni f'dawn il-linji gwida mhux se teżenta lill-utenti mill-osservanza meħtieġa mil-liġi applikabbli kif ippubblikata.**

**No. 1021**

**MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS**

**Explanatory Notes[1] – Farm Advisory Services (Amendment) Regulations, 2024**

**1. Introduction**

The title of these regulations is the Farm Advisory Services (Amendment) Regulations, 2024 (hereinafter referred to as the "regulations").

This document concerns the amendment of the Farm Advisory Services Regulations (S.L. 117. 39) and the said regulations have been drafted by the Agriculture and Rural Payments Agency (ARPA) within the Ministry for Agriculture, Fisheries and Animal Rights (MAFA).

**2. Summary and background**

The current Farm Advisory Services Regulations (S.L. 117.39) require updates in order to ensure conformity with the new Common Agricultural Policy (CAP) legislation 2023-2027, thereby updating references to outdated European Union legislation ((Regulation (EU) No 1306/2013 has been repealed by Regulations (EU) No 2021/2115 and 2021/2116)), as well as clarification of certain definitions and terminology utilised in line with actual implementation.

Terms such as "registered" and "registration" are being replaced with "recognised" and "recognition" as appropriate, while clarifications concerning the designation and composition of the Farm Advisory Services Recognition Board have also been included. Conditions for the recognition of farm advisory services and the responsibilities thereof have also been clarified as required.

The ultimate scope of these regulations is to ensure continued implementation of the farm advisory services under the EU's Common Agricultural Policy (CAP) in Malta.

**3. Overview of the structure of the instrument**

The regulations consist of twenty-three (23) regulations which outline the amendments to be made to the Farm Advisory Services Regulations (S.L. 117. 39).

**4. Commentary on parts and regulations**

The amendments to the regulations mainly concern:

(a) updating the relevant legislative references with regards to EU Regulations to align them with the new Common Agricultural Policy (CAP) legislation 2023-2027;

(b) amend the name of the Farm Advisory Services Recognition Board and introduce new provisions which clarify the composition of the Board;

[1]These Explanatory Notes are for the purpose of and in accordance with article 3(2)(c) of the Small Business Act (Chapter 512 of the Laws of Malta).

(c) updating accordingly the advisory areas to be recognised by the Farm Advisory Services Recognition Board in accordance with the applicable EU Regulations;

(d) the carrying out of other necessary amendments.

**5. Concluding section**

These regulations shall come into force within two (2) months from their publication in the Government Gazette.

For further information please contact: the Agriculture and Rural Payments Agency via telephone on 22926148 or via email sent to (arpa.mafa@gov.mt).

**N.B. These Explanatory Notes are not intended to be an exhaustive description of the instrument nor a substitute thereof or a legislative supplement to it. These Explanatory Notes do not purport to be an authoritative ruling on the interpretation of the legislation.**

9th August, 2024

**User Guidelines – Farm Advisory Services (Amendment) Regulations, 2024**

**1. Introduction**

The title of these regulations is the Farm Advisory Services (Amendment) Regulations, 2024 (hereinafter referred to as the "regulations").

This document concerns the amendment of the Farm Advisory Services Regulations (S.L. 117. 39) and the said regulations have been drafted by the Agriculture and Rural Payments Agency (ARPA) within the Ministry for Agriculture, Fisheries and Animal Rights (MAFA).

The current Farm Advisory Services Regulations (S.L. 117.39) require updates in order to ensure conformity with the new Common Agricultural Policy (CAP) legislation 2023-2027, thereby updating references to outdated European Union legislation ((Regulation (EU) No 1306/2013 has been repealed by Regulations (EU) No 2021/2115 and 2021/2116)), as well as clarification of certain definitions and terminology utilised in line with actual implementation.

The ultimate scope of these regulations is to ensure continued implementation of the farm advisory services under the EU's Common Agricultural Policy (CAP) in Malta.

**2. Target Audience**

These user guidelines are intended to provide useful information concerning these amendment regulations for interested farm advisory service providers, including conditions and requirements for recognition of such service providers.

**3. Applicability**

The regulations consist of twenty-three (23) regulations which outline the amendments to be made to the Farm Advisory Services Regulations (S.L. 117. 39).

Certain conditions apply to the setting up and composition of the farm advisory services recognition board and responsibilities thereof.

Other amendments concern recognised or interested farm advisory service providers seeking recognition to provide technical advice to farmers as required under the EU's Common Agricultural Policy (CAP).

**4. Compliance**

The amendments to the regulations mainly concern:

(a) updating the relevant legislative references with regards to EU Regulations to align them with the new Common Agricultural Policy (CAP) legislation 2023-2027;

(b) amend the name of the Farm Advisory Services Recognition Board and introduce new provisions which clarify the composition of the Board;

(c) updating accordingly the advisory areas to be recognised by the Farm Advisory Services Recognition Board in accordance with the applicable EU Regulations;

(d) the carrying out of other necessary amendments.

Recognised farm advisory services or interested farm advisory service providers seeking to gain recognition shall respect the conditions stipulated in these regulations at all times.

**5. Responsibilities of the Regulator**

The regulator is the Competent Authority identified by these regulations, namely the Agriculture and Rural Payments Agency (ARPA) within the Ministry responsible for agriculture. The Competent Authority has the responsibility to nominate the secretary to the Farm Advisory Services Recognition Board.

Furthermore, the Competent Authority also serves the role of Malta's paying agency in the implementation of EU funded schemes emanating from the EU's Common Agricultural Policy (CAP) as set out under Malta's CAP Strategic Plan 2023-2027.

**6. Contact**

For further information concerning these guidelines and the applicable amendment regulations, one may contact the regulator via telephone on 22926148 or via email sent to (arpa.mafa@gov.mt).

**N.B. These User Guidelines are not intended to be an exhaustive description of the instrument nor a substitute thereof or a legislative supplement to it. Any errors or omissions in these guidelines will not exempt users from compliance required by the applicable law as published.**

**Nru. 1022**

**ĦATRA TA' AĠENT DIRETTUR ĠENERALI (KUMMERĊ)**

IS-SEGRETARJU Permanenti fil-Ministeru għall-Ekonomija, Intrapriża u Proġetti Strateġiċi approva l-ħatra temporanja li ġejja:

| ISEM<br>*NAME* | POST<br>*POST* | DIPARTIMENT<br>*DEPARTMENT* | DATA<br>*DATE* |
|---|---|---|---|
| Is-Sur Brian Montebello | Direttur Ġenerali<br>*Director General* | Kummerċ<br>*Commerce* | 11.8.2024 - 20.8.2024 |

Id-9 ta' Awwissu, 2024

**No. 1022**

**APPOINTMENT OF ACTING DIRECTOR GENERAL (COMMERCE)**

THE Permanent Secretary in the Ministry for the Economy, Enterprise and Strategic Projects has approved the following acting appointment.

9th August, 2024

**Nru. 1023**

**KORREZZJONI TA' RILAXX TA' ART**

**Emenda**

NGĦARRFU b'din illi b'referenza għan-Notifikazzjoni tal-Gvern Nru. 1000, ippubblikata fil-Gazzetta tal-Gvern Nru. 21,295 tas-6 ta' Awwissu, 2024, it-titlu kellu jkun 'Korrezzjoni ta' Rilaxx ta' Art'.

Id-9 ta' Awwissu, 2024

**No. 1023**

**CORRECTION OF RELEASE OF LAND**

**Amendment**

IT is hereby notified that, with reference to Government Notice No. 1000, published in Government Gazette No. 21,295 of the 6th August, 2024, the title should have read 'Correction of Release of land'.

9th August, 2024

**Nru. 1024**

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

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

| Data<br>*Date* | Deheb Pur Gramma<br>*Pure Gold Grams* | Fidda Pura Gramma<br>*Pure Silver Grams* |
|---|---|---|
| 9.8.2024 | €70.719 | €0.798 |

Id-9 ta' Awwissu, 2024

**No. 1024**

**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:

9th August, 2024

AVVIŻ TAL-PULIZIJA

**Nru. 188**

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.

POLICE NOTICE

**No. 188**

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.

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.

**Ħaż-Żabbar**

Nhar it-Tlieta, 13 ta'Awwissu, 2024, mill-5.00 p.m. sal-11.00 p.m., minn Triq Santa Marija minn ħdejn il-kappella, Triq Santa Marija u Triq San Ġużepp.

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

Id-9 ta' Awwissu, 2024

AVVIŻ TAL-PULIZIJA

**Nru. 189**

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.

**Birkirkara**

Nhar il-Ġimgħa, 9 ta' Awwissu, 2024, mis-2.30 p.m. sal-11.59 p.m., minn Triq il-Kbira, Triq Sant'Elena, Pjazza Sant'Elena, Triq Santu Rokku u Triq iż-Żebbiegħa;

Nhar it-Tnejn, 12 ta'Awwissu, 2024, mill-4.00 p.m., sas-2.00 a.m. tat-Tlieta, 13 ta' Awwissu, 2024, minn Triq il-Kbira, Triq Sant'Elena u Pjazza Sant'Elena;

Nhar it-Tlieta, 13 ta' Awwissu, 2024, mis-2.30 p.m. sad-9.00 p.m., minn Triq is-Santwarju;

Nhar it-Tlieta, 13 ta' Awwissu, 2024, mill-4.00 p.m., sas-2.00 a.m. tal-Erbgħa, 14 ta' Awwissu, 2024, minn Triq il-Kbira, Triq Sant'Elena u Pjazza Sant'Elena;

Nhar il-Ġimgħa, 16 ta' Awwissu, 2024, mis-6.00 a.m. sal-11.59 p.m., minn Pjazza Sant'Elena;

Nhar is-Sibt, 17 ta' Awwissu, 2024, mit-8.00 a.m. sal-4.00 p.m., minn Pjazza San Franġisk, Triq San Kostantinu, Pjazza Salib Imqaddes, Triq Ignazio Saverio Mifsud, Triq John Borg u Triq l-Isqof Labini;

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.

**Ħaż-Żabbar**

On Tuesday, 13th August, 2024, from 5.00 p.m. till 11.00 p.m., through Triq Santa Marija from near the chapel, Triq Santa Marija and Triq San Ġużepp.

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

9th August, 2024

POLICE NOTICE

**No. 189**

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.

**Birkirkara**

On Friday, 9th August, 2024, from 2.30 p.m. till 11.59 p.m., through Triq il-Kbira, Triq Sant'Elena, Pjazza Sant'Elena, Triq Santu Rokku and Triq iż-Żebbiegħa;

On Monday, 12th August, 2024, from 4.00 p.m., till 2.00 a.m. of Tuesday, 13th August, 2024, through Triq il-Kbira, Triq Sant'Elena and Pjazza Sant'Elena;

On Tuesday, 13th August, 2024, from 2.30 p.m. till 9.00 p.m., through Triq is-Santwarju;

On Tuesday, 13th August, 2024, from 4.00 p.m., till 2.00 a.m. of Wednesday, 14th August, 2024, through Triq il-Kbira, Triq Sant'Elena and Pjazza Sant'Elena;

On Friday, 16th August, 2024, from 6.00 a.m. till 11.59 p.m., through Pjazza Sant'Elena;

On Saturday, 17th August, 2024, from 8.00 a.m. till 4.00 p.m., through Pjazza San Franġisk, Triq San Kostantinu, Pjazza Salib Imqaddes, Triq Ignazio Saverio Mifsud, Triq John Borg and Triq l-Isqof Labini;

Nhar il-Ħadd, 18 ta'Awwissu, 2024, mis-6.00 a.m. sa nofsinhar, minn Triq Santu Rokku u Triq l-Imsida;

Nhar il-Ħadd, 18 ta'Awwissu, 2024, mis-6.00 a.m. sal-4.00 p.m., minn Triq Brared;

Mill-Ġimgħa, 16 ta'Awwissu, 2024, fl-4.00 p.m. sat-Tnejn, 19 ta' Awwissu, 2024, fis-2.00 a.m., minn Triq il-Kbira, Triq Sant'Elena u Pjazza Sant'Elena.

Trasport pubbliku se jkun affettwat.

**Il-Ħamrun**

Nhar is-Sibt, 10 ta' Awwissu, 2024, marċ tal-banda mill-10.30 a.m. sas-2.30 p.m., m'hemmx bżonn clearance minn Triq il-Kbira San Ġużepp.

Għeluq u clearance ta' toroq u trasport pubbliku se jkun affettwat.

**Ħal Safi**

Nhar il-Ħadd, 11 ta' Awwissu, 2024, mis-6.00 a.m. sal-4.00 p.m., minn Triq iż-Żurrieq;

Nhar it-Tnejn, 19 ta' Awwissu, 2024, mis-7.00 a.m., sal-Ħadd, 25 ta' Awwissu, 2024, fis-7.00 a.m. minn Triq il-Kuċċard;

Nhar it-Tnejn, 19 ta' Awwissu, 2024, mill-4.00 p.m. sa nofsillejl, minn Triq San Pawl, il-Qasam tad-Djar Triq Ta' Rqajja, Triq San Ġwann, Triq T'Amparell. Triq l-Ajzar, Triq tal-Ħlantun, Triq Santa Marija u Pjazza tal-Knisja;

Nhar it-Tlieta, 20 ta' Awwissu, 2024, mit-3.15 p.m. sad-9.00 p.m., minn Misraħ il-Knisja, Triq San Pawl, Triq San Ġużepp, Triq Ħlantun, Triq it-Twemmin, Triq San Tumas, Triq Santa Marija, Triq Dun Ġużepp Caruana, Triq l-Iskola u Triq iż-Żurrieq;

Nhar l-Erbgħa, 21 ta' Awwissu, 2024, mill-4.30 p.m., san-00.30 a.m. tal-Ħamis, 22 ta' Awwissu, 2024, minn Triq San Ġwann, Triq il-Kuċċard, Triq is-Summien, Triq in-Nassaba, Triq it-Tellerit, Triq l-Iskola, Triq iż-Żurrieq u Pjazza tal-Knisja;

Nhar il-Ħamis, 22 ta' Awwissu, 2024, mill-5.00 p.m. san- 00.30 a.m., tal-Ġimgħa, 23 ta' Awwissu, 2024, minn Pjazza Ħal Safi;

Nhar il-Ġimgħa, 23 ta' Awwissu, 2024, mill-4.45 p.m. sas-1.00 a.m. nhar is-Sibt, 24 ta' Awwissu, 2024, minn Triq il-Feniċi, Triq il-Biedja, Triq Ta' Ġawhar, Triq il-Kenn, Triq il-Menqa, Triq l-Iskola, Triq Dun Ġużepp Caruana, Triq il-Ħajt Ruman, Triq iż-Żurrieq u Pjazza tal-Knisja;

On Sunday, 18th August, 2024, from 6.00 a.m. till noon, through Triq Santu Rokku and Triq l-Imsida;

On Sunday, 18th August, 2024, from 6.00 a.m. till 4.00 p.m., through Triq Brared;

From Friday, 16th August, 2024, at 4.00 p.m., till Monday, 19th August, 2024, at 2.00 a.m., through Triq il-Kbira, Triq Sant'Elena and Pjazza Sant'Elena.

Public transport will be affected.

**Ħamrun**

On Saturday, 10th August, 2024, band march from 10.30 a.m. till 2.30 p.m., no clearance needed through Triq il-Kbira San Ġużepp.

Closure and clearance of streets and public transport will be affected.

**Ħal Safi**

On Sunday, 11th August, 2024, from 6.00 a.m. till 4.00 p.m., through Triq iż-Żurrieq;

On Monday, 19th August, 2024, from 7.00 a.m., till Sunday, 25th August, 2024, at 7.00 a.m., through Triq il-Kuċċard;

On Monday, 19th August, 2024, from 4.00 p.m. till midnight, through Triq San Pawl, Housing Estate, Triq Ta' Rqajja, Triq San Ġwann, Triq t'Amparell, Triq l-Ajzar, Triq tal-Ħlantun, Triq Santa Marija and Pjazza tal-Knisja;

On Tuesday, 20th August, 2024, from 3.15 p.m. till 9.00 p.m., through Misraħ il-Knisja, Triq San Pawl, Triq San Ġużepp, Triq Ħlantun, Triq it-Twemmin, Triq San Tumas, Triq Santa Marija, Triq Dun Ġużepp Caruana, Triq l-Iskola and Triq iż-Żurrieq;

On Wednesday, 21st August, 2024, from 4.30 p.m., till 00.30 a.m. on Thursday, 22nd August, 2024, through Triq San Ġwann, Triq il-Kuċċard, Triq is-Summien, Triq in-Nassaba, Triq it-Tellerit, Triq l-Iskola, Triq iż-Żurrieq and Pjazza tal-Knisja;

On Thursday, 22nd August, 2024, from 5.00 p.m., till 00.30 a.m. on Friday, 23rd August, 2024, through Pjazza Ħal Safi;

On Friday, 23rd August, 2024, from 4.45 p.m., till 1.00 a.m. on Saturday, 24th August, 2024, through Triq il-Feniċi, Triq il-Biedja, Triq Ta' Ġawhar, Triq il-Kenn, Triq il-Menqa, Triq l-Iskola, Triq Dun Ġużepp Caruana, Triq il-Ħajt Ruman, Triq iż-Żurrieq and Pjazza tal-Knisja;

Nhar is-Sibt, 24 ta' Awwissu, 2024, mill-4.30 p.m., san-00.30 a.m. tal-Ħadd, 25 ta' Awwissu, 2024, minn Pjazza Tal-Knisja;

Nhar is-Sibt, 24 ta' Awwissu, 2024, mis-6.00 a.m. sas-7.30 p.m., minn Misraħ il-Knisja, Triq San Pawl, Triq San Ġużepp, Misraħ San Ġużepp, Triq Santa Marija u Misraħ il-Knisja;

Nhar il-Ħadd, 25 ta' Awwissu, 2024, mis-6.00 a.m. sal-11.30 p.m., minn Triq San Pawl, Triq San Ġużepp, Triq Santa Marija, Triq Dun Ġużepp Caruana, Triq il-Ħajt Ruman, Triq iż-Żurrieq, Pjazza tal-Knisja, Misraħ il-Knisja u Misraħ San Ġużepp.

Trasport pubbliku se jkun affettwat.

**Ħal Kirkop**

Mill-Ġimgħa, 16 ta' Awwissu, 2024, fis-6.00 p.m., sas-Sibt, 17 ta' Awwissu, 2024, fil-5.00 a.m., minn Triq San Pietru;

Sat-Tnejn, 26 ta' Awwissu, 2024, fil-11.30 p.m., minn Triq San Benedittu leading to Misraħ Ħal Kirkop u Triq il-Parroċċa;

Mit-Tnejn, 19 ta' Awwissu, 2024, fis-6.00 a.m., sal-Ħadd, 25 ta' Awwissu, 2024, fil-11.30 p.m., minn Misraħ San Anard;

Mit-Tnejn, 19 ta' Awwissu, 2024, fis-6.00 a.m., sat-Tlieta, 27 ta' Awwissu, 2024, fil-11.30 p.m., minn Triq San Nikola;

Nhar it-Tnejn, 19 ta' Awwissu, 2024, fl-3.45 p.m. sal-11.00 p.m., minn Misraħ Ħal Kirkop, Triq il-Parroċċa, Misraħ San Anard, Triq il-Kbira, Triq il-Belt Valletta, Triq San Pietru, Triq San Ġużepp, Triq San Benedittu u Misraħ Ħal Kirkop;

Nhar l-Erbgħa, 21 ta' Awwissu, 2024, fil-5.00 p.m., sal-Ħamis, 22nd August, 2024, fis-1.00 a.m., minn Misraħ Ħal Kirkop;

Mill-Ħamis, 22nd August, 2024, fil-5.00 p.m., sal-Ġimgħa, 23rd August, 2024, fis-2.00 a.m., minn Misraħ Ħal Kirkop, Triq il-Parroċċa, Triq il-Kbira, Misraħ San Anard, Misraħ Żernieq, Triq iż-Żebbiegħ, Ħal Kirkop Area 2, Triq San Benedittu,Triq l-Imdina, Triq Fieres, Triq San Remiġ, Triq San Ġużepp u Triq Santu Rokku;

Nhar is-Sibt, 24 ta' Awwissu, 2024, mis-6.00 a.m. sas-7.30 p.m., mill-pjazza, Triq San Leonardu, Triq Mons Barbara, Triq Santu Rokku, Triq San Benedittu, Misraħ Ħal Kirkop, Triq il-Parroċċa, Pjazza San Leonardu u quddiem il-kappella tal-Lunzjata;

Nhar il-Ħadd, 25 ta' Awwissu, 2024, mis-6.00 a.m. sal-11.30 p.m., minn Triq il-Belt Valletta, Triq San Nikola, Triq

On Saturday, 24th August, 2024, from 4.30 p.m., till 00.30 a.m. on Sunday, 25th August, 2024, through Pjazza Tal-Knisja;

On Saturday, 24th August, 2024, from 6.00 a.m. till 7.30 p.m., through Misraħ il-Knisja, Triq San Pawl, Triq San Ġużepp, Misraħ San Ġużepp, Triq Santa Marija and Misraħ il-Knisja;

On Sunday, 25th August, 2024, from 6.00 a.m. till 11.30 p.m., through Triq San Pawl, Triq San Ġużepp, Triq Santa Marija, Triq Dun Ġużepp Caruana, Triq il-Ħajt Ruman, Triq iż-Żurrieq, Pjazza tal-Knisja, Misraħ il-Knisja and Misraħ San Ġużepp.

Public transport will also be affected.

**Ħal Kirkop**

On Friday, 16th August, 2024, at 6.00 p.m., till Saturday, 17th August, 2024, at 5.00 a.m., through Triq San Pietru;

Till Monday, 26th August, 2024, at 11.30 p.m., through Triq San Benedittu leading to Misraħ Ħal Kirkop and Triq il-Parroċċa;

From Monday, 19th August, 2024, at 6.00 a.m., till Sunday, 25th August, 2024, at 11.30 p.m., through Misraħ San Anard;

From Monday, 19th August, 2024, at 6.00 a.m., till Tuesday, 27th August, 2024, at 11.30 p.m., through Triq San Nikola;

On Monday, 19th August, 2024, from 3.45 p.m. till 11.00 p.m., through Misraħ Ħal Kirkop, Triq il-Parroċċa, Misraħ San Anard, Triq il-Kbira, Triq il-Belt Valletta, Triq San Pietru, Triq San Ġużepp, Triq San Benedittu and Misraħ Ħal Kirkop;

On Wednesday, 21st August, 2024, at 5.00 p.m., till Thursday, 22nd August, 2024, at 1.00 a.m., through Misraħ Ħal Kirkop;

From Thursday, 22nd August, 2024, at 5.00 p.m., till Friday, 23rd August, 2024, at 2.00 a.m., through Misraħ Ħal Kirkop, Triq il-Parroċċa, Triq il-Kbira, Misraħ San Anard, Misraħ Żernieq, Triq iż-Żebbiegħ, Ħal Kirkop Area 2, Triq San Benedittu,Triq l-Imdina, Triq Fieres, Triq San Remiġ, Triq San Ġużepp and Triq Santu Rokku;

On Saturday, 24th August, 2024, from 6.00 a.m. till 7.30 p.m., through the square, Triq San Leonardu, Triq Mons Barbara, Triq Santu Rokku, Triq San Benedittu, Misraħ Ħal Kirkop, Triq il-Parroċċa, Pjazza San Leonardu and in front of Lunzjata chapel;

On Sunday, 25th August, 2024, from 6.00 a.m. till 11.30 p.m., through Triq il-Belt Valletta, Triq San Nikola, Triq il-

il-Lewżiet, Triq Nejder, Triq il-Kbira, Misraħ San Anard, Triq il-Parroċċa, Triq San Leonardu, Triq San Benedittu, Triq Santu Rokku, Misraħ Ħal Kirkop u Triq il-Parroċċa.

Trasport pubbliku se jkun affettwat.

**Il-Birgu**

Mis-Sibt, 24 ta' Awwissu, 2024, fil-5.00 a.m., sal-Ħadd, 25 ta' Awwissu, 2024, fit-3.00 a.m., minn Triq it-Torri ta' San Ġwann, Triq il-Mina l-Kbira, Pjazza tal-Belt Vittoriosa, Triq La Vallette, Triq Boffa, Triq il-Miratur u Triq Santa Skolastika;

Mill-Ħadd, 25 ta' Awwissu, 2024, fil-5.00 a.m., sat-Tnejn, 26 ta' Awwissu, 2024, fit-3.00 a.m., minn Triq it-Torri ta' San Ġwann, Triq il-Mina l-Kbira, Pjazza tal-Belt Vittoriosa, Triq La Vallette, Triq Boffa, Triq l-Arcisqof Mikiel Gonzi, Triq Paċifiku Scicluna, Post is-Sagra Infermerija u Triq il-Miratur.

Trasport pubbliku mhux se jkun affettwat.

**L-Isla**

Nhar il-Ħadd, 8 ta' Settembru, 2024, mis-6.00 a.m. sal-11.00 p.m., mir-Rampa tal-Isla, Triq is-Sur, Xatt Juan B. Azzoppardo u l-Ponta tal-Isla.

Trasport pubbliku mhux se jkun affettwat.

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

Id-9 ta' Awwissu, 2024

AVVIŻ TAL-PULIZIJA

**Nru. 190**

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.

**Tas-Sliema**

Minn nhar il-Ġimgħa, 9 ta' Awwissu, 2024, minn 00.01 a.m., sal-Ħadd, 18 ta' Awwissu, 2024, fil-11.59 p.m., minn Pjazza l-Lunzjata;

Lewżiet, Triq Nejder, Triq il-Kbira, Misraħ San Anard, Triq il-Parroċċa, Triq San Leonardu, Triq San Benedittu, Triq Santu Rokku, Misraħ Ħal Kirkop and Triq il-Parroċċa.

Public transport will also be affected.

**Vittoriosa**

From Saturday, 24th August, 2024, at 5.00 a.m., till Sunday, 25th August, 2024, at 3.00 a.m., through Triq it-Torri ta' San Ġwann, Triq il-Mina l-Kbira, Pjazza tal-Belt Vittoriosa, Triq La Vallette, Triq Boffa, Triq il-Miratur and Triq Santa Skolastika;

From Sunday, 25th August, 2024, at 5.00 a.m., till Monday, 26th August, 2024, at 3.00 a.m., through Triq it-Torri ta' San Ġwann, Triq il-Mina l-Kbira, Pjazza tal-Belt Vittoriosa, Triq La Vallette, Triq Boffa, Triq l-Arcisqof Mikiel Gonzi, Triq Paċifiku Scicluna, Post is-Sagra Infermerija and Triq il-Miratur.

Public transport will not be affected.

**Senglea**

On Sunday, 8th September, 2024, from 6.00 a.m. till 11.00 p.m., through Rampa tal-Isla, Triq is-Sur, Xatt Juan B. Azzoppardo and Ponta tal-Isla

Public transport will not be affected.

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

9th August, 2024

POLICE NOTICE

**No. 190**

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.

**Tas-Sliema**

From Friday, 9th August, 2024, from 00.01 a.m., till Sunday, 18th August, 2024, at 11.59 p.m., through Pjazza l-Lunzjata;

Minn nhar il-Ħamis, 15 ta' Awwissu, 2024, minn 00.01 a.m., sat-Tnejn, 19 ta'Awwissu, 2024, fil-11.59 p.m., minn Triq ix-Xatt u l-parkeġġ ta' faċċata ta' Triq Santa Rita;

Nhar is-Sibt, 17 ta' Awwissu, 2024, mill-5.30 p.m., sas-1.00 a.m., minn Triq ix-Xatt, minn Busy Bee sa Giorgio's, il-karreġġjati kollha taż-żewġ direzzjonijiet;

Nhar il-Ħadd, 18 ta' Awwissu, 2024, mill-5.00 p.m. sal-11.00 p.m., minn Triq il-Kbira, Triq l-Annunzjata, Pjazza l-Annunzjata, Triq San Vinċenz, Triq ix-Xatt, Triq it-Torri u Triq il-Katidral.

**San Ġiljan**

Nhar is-Sibt, 17 ta' Awwissu, 2024, mis-1.00 p.m. sal-11.30 p.m., toroq meqjusa bħala żona ta' rmonk f'Xatt is-Sajjieda;

Nhar il-Ħadd, 18 ta' Awwissu, 2024, mis-1.00 p.m. sal-11.00 p.m., toroq meqjusa bħala żona ta' rmonk fi Triq San Ġorġ u Xatt is-Sajjieda (ħdejn il-Pont tal-Banis);

Nhar it-Tnejn, 19 ta' Awwissu, 2024, mit-3.00 p.m., sal-Ħadd, 25 ta' Awwissu, 2024, sa nofsillejl, toroq meqjusa bħala żona ta' rmonk f'Tas-Sliema: l-aħħar żewġ parkeġġi fi Triq Santa Marija kantuniera ma' Triq Manoel Dimech u l-ewwel żewġ parkeġġi fi Triq Manoel Dimech kantuniera ma' Triq Santa Marija. (Parkeġġi faċċata ta' Casa Marija Retiring Home);

Nhar it-Tnejn, 19 ta' Awwissu, 2024, mill-4.00 p.m. sad-9.00 p.m., toroq meqjusa bħala żona ta' rmonk f'San Ġiljan minn Triq il- Baltiku u Triq Mikiel Anġ Borg;

Nhar it-Tlieta, 20 ta' Awwissu, 2024, mis-2.00 p.m. san-00.30 a.m., toroq meqjusa bħala żona ta' rmonk f'San Ġiljan minn Triq Francis Zammit;

Nhar l-Erbgħa, 21 ta' Awwissu, 2024, mill-4.00 p.m. sas-1.00 a.m., toroq meqjusa bħala żona ta' rmonk f'San Ġiljan minn Triq San Ġorġ, parkeġġ quddiem l-iskola Primarja fi Triq Lapsi;

Nhar il-Ġimgħa, 23 ta' Awwissu, 2024, mit-3.00 p.m. san-00.30 a.m., toroq meqjusa bħala żona ta' rmonk f' San Ġiljan minn Xatt is-Sajjieda (ħdejn il-Pont tal-Banis);

Nhar is-Sibt, 24 ta' Awwissu, 2024, mit-3.00 p.m. san-00.30 a.m., toroq meqjusa bħala żona ta' rmonk f' San Ġiljan minn Xatt is-Sajjieda (ħdejn il-Pont tal-Banis);

Nhar il-Ħadd, 27 ta' Awwissu, 2024, mis-1.00 p.m. sa nofsillejl, toroq meqjusa bħala żona ta' rmonk f'San Ġiljan minn Triq Forest, Triq Mensija, Triq San Ġorġ, Triq il-Kbira, Triq Mons. Guido Calleja, Triq Lapsi, Triq Sant'Anġlu,

From Thursday, 15th August, 2024, from 00.01 a.m., till Monday, 19th August, 2024, at 11.59 p.m., through Triq ix-Xatt and parking area facing Triq Santa Rita;

On Saturday, 17th August, 2024, from 5.30 p.m. till 1.00 a.m., through Triq ix-Xatt, from Busy Bee till Giorgio's, all carriageways of both directions;

On Sunday, 18th August, 2024, from 5.00 p.m. till 11.00 p.m., through Triq il-Kbira, Triq l-Annunzjata, Pjazza l-Annunzjata, Triq San Vinċenz, Triq ix-Xatt, Triq it-Torri and Triq il-Katidral.

**St Julian's**

On Saturday, 17th August, 2024, from 1.00 p.m. till 11.30 p.m., streets considered as towing zones in Xatt is-Sajjieda;

On Sunday, 18th August, 2024, from 1.00 p.m. till 11.00 p.m., streets considered as towing zones in Triq San Ġorġ and Xatt is-Sajjieda (near Banis Bridge);

On Monday, 19th August, 2024, from 3.00 p.m., till Sunday, 25th August, 2024, till midnight, streets considered as towing zones in Tas-Sliema: last two parking spaces in Triq Santa Marija corner with Triq Manoel Dimech and first two parking spaces in Triq Manoel Dimech corner with Triq Santa Marija. (Parkings facing Casa Marija Retiring Home);

On Monday, 19th August, 2024, from 4.00 p.m. till 9.00 p.m., streets considered as towing zones in St Julian's through Triq il-Baltiku and Triq Mikiel Anġ Borg;

On Tuesday, 20th August, 2024, from 2.00 p.m. till 00.30 a.m., streets considered as towing zones in St Julian's through Triq Francis Zammit;

On Wednesday, 21st August, 2024, from 4.00 p.m. till 1.00 a.m., streets considered as towing zones in St Julian's through Triq San Ġorġ, parking in front of Primary school in Triq Lapsi;

On Friday, 23rd August, 2024, from 3.00 p.m. till 00.30 a.m., streets considered as towing zones in St Julian's through Xatt is-Sajjieda (near Banis Bridge);

On Saturday, 24th August, 2024, from 3.00 p.m. till 00.30 a.m., streets considered as towing zones in St Julian's through Xatt is-Sajjieda (near Banis Bridge);

On Sunday, 27th August, 2024, from 1.00 p.m. till midnight, streets considered as towing zones in St Julian's through Triq Forest, Triq Mensija, Triq San Ġorġ, Triq il-Kbira, Triq Mons. Guido Calleja, Triq Lapsi, Triq

Telgħet Birkirkara, Triq Ġorġ Borg Olivier, Triq Wied Għomor, Triq il-Baltiku, Triq Mikiel Anġ Borg u Pjazza Qalb ta' Ġesù (Spinola);

Nhar il-Ħadd, 27 ta' Awwissu, 2024, mit-8.00 a.m. sa nofsillejl, toroq meqjusa bħala żona ta' rmonk f'San Ġiljan minn Xatt is-Sajjieda (ħdejn il-Pont tal-Banis).

**In-Naxxar**

Nhar it-Tlieta, 27 ta' Awwissu, 2024, mit-3.00 p.m. sal-11.00 p.m., minn Pjazza Vittorja, Triq il-Markiż Scicluna, Triq Castro, Triq il-Kbira u Triq il- Labour;

Nhar it-Tlieta, 27 u l-Ġimgħa, 30 ta' Awwissu, 2024, mis-2.00 p.m. sas-1.00 a.m., minn Triq Santa Luċija;

Nhar is-Sibt, 31 ta' Awwissu, 2024, mit-8.00 a.m., sat-Tnejn, 9 ta' Settembru, 2024, fit-8.00 a.m., minn Triq il-Labour, Pjazza Vittorja u Pjazza Toni Bajada;

Nhar is-Sibt, 31 ta' Awwissu, 2024, mit-8.00 a.m. sa nofsillejl, minn Triq Santa Luċija;

Nhar il-Ħadd, l-1 sat-Tlieta, 3 ta' Settembru, 2024, mis-7.30 a.m. sa nofsillejl, minn Triq Santa Luċija;

Nhar it-Tnejn, 2 ta' Settembru, 2024, mis-1.30 p.m. sa nofsillejl, minn Pjazza Vittorja;

Nhar it-Tlieta, 3 ta' Settembru, 2024, mis-2.00 a.m., sal-Ħamis, 5 ta' Settembru, 2024, fit-8.00 a.m., minn Triq Santa Luċija u Pjazza Vittorja;

Nhar l-Erbgħa, 4 ta' Settembru, 2024, mis-2.00 a.m., sas-Sibt, 7 ta' Settembru, 2024, f'nofsillejl, minn Pjazza Vittorja, Pjazza Toni Bajjada, Triq il-Kbira u Triq il-Labour;

Nhar l-Erbgħa, 4 ta' Settembru, 2024, mis-2.00 p.m. sa nofsillejl, minn Triq iż-Żenqa;

Nhar il-Ħamis, 5 ta' Settembru, 2024, mill-4.00 p.m. sa nofsillejl, minn Triq San Ġorġ u Triq il-Kbira;

Nhar il-Ġimgħa, 6, is-Sibt, 7 u l-Ħadd, 8 ta' Settembru, 2024, mis-7.00 a.m. sa nofsillejl, minn Triq Santa Luċija u Pjazza Vittorja;

Nhar is-Sibt, 7 ta' Settembru, 2024, mis-2.00 p.m. sa nofsillejl, minn Triq iż-Żenqa, Triq il-Kbira, Triq San Ġorġ, Triq il-Parroċċa, Triq l-Oratorju Triq il-Markiż Scicluna u Triq Castro;

Nhar il-Ħadd, 8 ta' Settembru, 2024, mit-3.00 p.m. sa nofsillejl, minn Pjazza Vittorja, Triq il-Kbira, Triq l-Imdina, Sant'Anġlu, Telgħet Birkirkara, Triq Ġorġ Borg Olivier, Triq Wied Għomor, Triq il-Baltiku, Triq Mikiel Anġ Borg and Pjazza Qalb ta' Ġesù (Spinola);

On Sunday, 27th August, 2024, from 8.00 a.m. till midnight, streets considered as towing zones in St Julian's through Xatt is-Sajjieda (near Banis Bridge).

**Naxxar**

On Tuesday, 27th August, 2024, from 3.00 p.m. till 11.00 p.m., through Pjazza Vittorja, Triq il-Markiż Scicluna, Triq Castro, Triq il-Kbira and Triq il- Labour;

On Tuesday, 27th and Friday, 30th August, 2024, from 2.00 p.m. till 1.00 a.m., through Triq Santa Luċija;

On Saturday, 31st August, 2024, from 8.00 a.m., till Monday, 9th September, 2024, at 8.00 a.m., through Triq il-Labour, Pjazza Vittorja and Pjazza Toni Bajada;

On Saturday, 31st August, 2024, from 8.00 a.m. till midnight, through Triq Santa Luċija;

On Sunday, 1st till Tuesday, 3rd September, 2024, from 7.30 a.m. till midnight, through Triq Santa Luċija;

On Monday, 2nd September, 2024, from 1.30 p.m. till midnight, through Pjazza Vittorja;

On Tuesday, 3rd September, 2024, from 2.00 a.m., till Thursday, 5th September, 2024, at 8.00 a.m., through Triq Santa Luċija and Pjazza Vittorja;

On Wednesday, 4th September, 2024, from 2.00 a.m., till Saturday, 7th September, 2024, at midnight, through Pjazza Vittorja, Pjazza Toni Bajjada, Triq il-Kbira and Triq il-Labour;

On Wednesday, 4th September, 2024, from 2.00 p.m. till midnight, through Triq iż-Żenqa;

On Thursday, 5th September, 2024, from 4.00 p.m. till midnight, through Triq San Ġorġ and Triq il-Kbira;

On Friday, 6th, Saturday, 7th and Sunday, 8th September, 2024, from 7.00 a.m. till midnight, through Triq Santa Luċija and Pjazza Vittorja;

On Saturday, 7th September, 2024, from 2.00 p.m. till midnight, through Triq iż-Żenqa, Triq il-Kbira, Triq San Ġorġ, Triq il-Parroċċa, Triq l-Oratorju Triq il-Markiż Scicluna and Triq Castro;

On Sunday, 8th September, 2024, from 3.00 p.m. till midnight, through Pjazza Vittorja, Triq il-Kbira, Triq

Triq is-Salib, Triq il-Ġdida, Triq il-Labour, Vjal il-Wieħed u Għoxrin ta' Settembru, Triq iż-Żenqa u Triq Santa Luċija.

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

Id-9 ta' Awwissu, 2024

AVVIŻ TAL-PULIZIJA

**Nru. 191**

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.

**Birkirkara**

Nhar il-Ġimgħa, 9 ta' Awwissu, 2024, mill-4.30 p.m. sat-8.30 p.m., minn Triq Sant'Elena, Triq Santu Rokku, Triq iż-Żebbiegħa u Triq il-Kbira;

Nhar it-Tnejn, 12 ta' Awwissu, 2024, mis-6.00 p.m., sas-2.00 a.m., tat-Tlieta, 13 ta' Awwissu, 2024, minn Triq Ħal Għargħur, Triq Ħas-Sajjied, Triq il-Kbira Ħas-Sajjied u Pjazza San Franġisk;

Nhar it-Tnejn, 12 ta' Awwissu, 2024, mis-6.00 p.m., sas-2.00 a.m. tat-Tlieta, 13 ta' Awwissu, 2024, minn Triq Ħal Għargħur, Triq Ħas-Sajjied, Triq il-Kbira Ħas-Sajjied u Pjazza San Franġisk;

Nhar it-Tlieta, 13 ta' Awwissu, 2024, mis-7.45 p.m., sas-00.45 a.m. tal-Erbgħa, 14 ta' Awwissu, 2024, minn Triq Ħal Għargħur, Triq Ħas-Sajjied, Triq il-Kbira Ħas-Sajjied u Pjazza San Franġisk;

Nhar it-Tlieta, 13 ta' Awwissu, 2024, mit-8.00 p.m., sas-1.00 a.m. tal-Erbgħa, 14 ta' Awwissu, 2024, minn Triq Tumas Fenech, Triq il-Venerabbli Nazju Falzon, Pjazza Joseph Briffa, Triq San Kostantinu, Triq is-Salib Imqaddes, Triq Bwieraq, Triq John Borg, Triq l-Isqof Labini u Triq Rigu;

Nhar il-Ġimgħa, 16 ta' Awwissu, 2024, mis-6.00 a.m. sal-11.59 p.m., minn Triq Santu Rokku;

Nhar is-Sibt, 17 ta' Awwissu, 2024, mill-5.30 p.m. sal-11.59 p.m., minn Triq Santu Rokku u Triq l-Imsida;

Nhar il-Ħadd, 18 ta' Awwissu, 2024, mill-5.30 p.m. sal-10.30 p.m. minn Triq Tumas Galea, Triq l-Aħwa Cannataci, Triq Kalċidon Gatt u Triq l-Imsida;

Nhar il-Ħadd, 18 ta' Awwissu, 2024, mis-6.30 p.m. sal-11.30 p.m., minn Triq Bwieraq, Triq John Borg u Triq l-Isqof Labini l-Imdina, Triq is-Salib, Triq il-Ġdida, Triq il-Labour, Vjal il-Wieħed and Għoxrin ta' Settembru, Triq iż-Żenqa and Triq Santa Luċija.

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

9th August, 2024

POLICE NOTICE

**No. 191**

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.

**Birkirkara**

On Friday, 9th August, 2024, from 4.30 p.m. till 8.30 p.m.. through Triq Sant'Elena, Triq Santu Rokku, Triq iż-Żebbiegħa and Triq il-Kbira;

On Monday, 12th August, 2024, from 6.00 p.m.. till 2.00 a.m. of Tuesday, 13th August, 2024, through Triq Ħal Għargħur, Triq Ħas-Sajjied, Triq il-Kbira Ħas-Sajjied and Pjazza San Franġisk;

On Monday, 12th August, 2024, from 6.00 p.m.. till 2.00 a.m. of Tuesday, 13th August, 2024, through Triq Ħal Għargħur, Triq Ħas-Sajjied, Triq il-Kbira Ħas-Sajjied and Pjazza San Franġisk;

On Tuesday, 13th August, 2024, from 7.45 p.m.. till 00.45 a.m. of Wednesday, 14th August, 2024, through Triq Ħal Għargħur, Triq Ħas-Sajjied, Triq il-Kbira Ħas-Sajjied and Pjazza San Franġisk;

On Tuesday, 13th August, 2024, from 8.00 p.m., till 1.00 a.m. of Wednesday, 14th August, 2024, through Triq Tumas Fenech, Triq il-Venerabbli Nazju Falzon, Pjazza Joseph Briffa, Triq San Kostantinu, Triq is-Salib Imqaddes, Triq Bwieraq, Triq John Borg, Triq l-Isqof Labini and Triq Rigu;

On Friday, 16th August, 2024, from 6.00 a.m. till 11.59 p.m., through Triq Santu Rokku;

On Saturday, 17th August, 2024, from 5.30 p.m. till 11.59 p.m., through Triq Santu Rokku and Triq l-Imsida;

On Sunday, 18th August, 2024, from 5.30 p.m. till 10.30 p.m., through Triq Tumas Galea, Triq l-Aħwa Cannataci, Triq Kalċidon Gatt and Triq l-Imsida;

On Sunday, 18th August, 2024, from 6.30 p.m. till 11.30 p.m. through Triq Bwieraq, Triq John Borg and Triq l-Isqof Labini

Trasport pubbliku se jkun affettwat.

**Tas-Sliema**

Nhar il-Ġimgħa, 16 ta' Awwissu, 2024, mid-9.00 p.m. sal-11.59 p.m., minn Triq ix-Xatt, direzzjoni mill-Gżira għal Tas-Sliema; it-traffiku jiġi ddevjat għal Triq Manoel Dimech;

Nhar is-Sibt, 17 ta' Awwissu, 2024, mis-7.00 p.m. sas-1.00 a.m., minn Triq ix-Xatt, direzzjoni minn Tas-Sliema għall-Gżira, magħluqa mill-mina ta' Tignè u Triq ix-Xatt, direzzjoni mill-Gżira għal Tas-Sliema, it-traffiku jiġi ddevjat għal Triq Manoel Dimech;

Nhar il-Ħadd, 18 ta' Awwissu, 2024, mis-7.00 p.m. sal-11.30 p.m., minn Triq ix-Xatt, direzzjoni mill-Gżira għal Tas-Sliema, it-traffiku jiġi ddevjat għal Triq Manoel Dimech.

**San Ġiljan**

Nhar il-Ħadd, 18 ta' Awwissu, 2024, mis-2.00 p.m. sal-11.00 p.m., toroq magħluqa Triq San Ġorġ mill-kantuniera ta' ħdejn il-Pizza Hut sal-Monument tal-Love. Triq tkun magħluqa miż-żewġ direzzjonijiet;

Nhar it-Tnejn, 19 ta' Awwissu, 2024, mis-7.00 p.m. sa nofsillejl, toroq magħluqa marċ jibda minn Triq Wied Għomor, Triq Mensija, Triq Forest, Triq San Ġorġ, Pjazza Qalb ta' Ġesù (Spinola), Triq Mikiel Anġ Borg u Triq il-Baltiku;

Nhar it-Tlieta, 20 ta' Awwissu, 2024, mit-3.00 p.m. san-00.30 a.m., toroq magħluqa minn Triq Francis Zammit;

Nhar l-Erbgħa, 21 ta' Awwissu, 2024, mis-7.15 p.m., sal-Ħamis, 22 ta' Awwissu, 2024, sas-1.00 a.m., toroq magħluqa purċissjoni segwita b'marċ li jibdew minn Triq Mons. Guido Calleja, Triq il-Kbira, Triq il-Karmnu, Triq Sant' Anġlu, Triq Lapsi, Telgħet Birkirkara, Triq San Mark, Triq San Mikiel, Triq il-Kbira, Pjazza Qalb ta' Ġesù (Spinola), Triq San Ġorġ, Triq Sant'Andrija, Triq Mikiel Anġ Borg, Triq Paceville, Triq il- Knisja u Triq Ross;

Nhar il-Ħamis, 22 ta' Awwissu, 2024, mis-7.30 p.m., sal-Ġimgħa, 23 ta' Awwissu, 2024, sas-1.30 a.m., toroq magħluqa marċ jibda minn Triq Mons. Guido Calleja, Triq il-Kbira, Pjazza Qalb ta' Ġesù (Spinola), Triq Wied Għomor, Triq Forest, Triq Mensija, Triq San Ġorġ, Triq Ross, Triq Luigi Apap, Triq Francis Zammit, Triq Sant'Andrija, Triq Mikiel Anġ Borg, Triq il-Knisja u Triq Paceville;

Nhar il-Ġimgħa, 23 ta' Awwissu, 2024, mis-7.30 p.m., sas-Sibt, 24 ta' Awwissu, 2024, sas-1.30 a.m., toroq magħluqa marċ jibda minn Telgħet Birkirkara (minn ħdejn iz-Zanzi), Triq Sant'Anġlu, Triq Lapsi, Triq Mons. Guido Calleja, Triq il-Kbira, Pjazza Qalb ta' Ġesù (Spinola), Triq San Ġorġ u Triq Mikiel Anġ Borg. Marċ jibda minn Triq Francis Zammit, Triq

Public transport will be affected.

**Tas-Sliema**

On Friday, 16th August, 2024, mid-9.00 p.m. sal-11.59 p.m., through Triq ix-Xatt, direction from Gżira to Tas-Sliema, traffic will be diverted to Triq Manoel Dimech;

On Saturday, 17th August, 2024, from 7.00 p.m. till 1.00 a.m., through Triq ix-Xatt, direction from Tas-Sliema to Gżira, will be closed from Tignè Tunnel, and Triq ix-Xatt, direction from Gżira to Tas-Sliema, traffic will be diverted to Triq Manoel Dimech;

On Sunday, 18th August, 2024, from 7.00 p.m. till 11.30 p.m., through Triq ix-Xatt, direction from Gżira to Tas-Sliema, traffic will be diverted to Triq Manoel Dimech.

**St Julian's**

On Sunday, 18th August, 2024, from 2.00 p.m. till 11.00 p.m., closed streets Triq San Ġorġ from corner of near Pizza Hut till Love Monument. Street will be closed in both directions;

On Monday, 19th August, 2024, from 7.00 p.m. till midnight, closed streets band march starts from Triq Wied Għomor, Triq Mensija, Triq Forest, Triq San Ġorġ, Pjazza Qalb ta' Ġesù (Spinola), Triq Mikiel Anġ Borg and Triq il-Baltiku;

On Tuesday, 20th August, 2024, from 3.00 p.m. till 00.30 a.m., closed streets through Triq Francis Zammit;

On Wednesday, 21st August, 2024, from 7.15 p.m., till Thursday, 22nd August, 2024, till 1.00 a.m., closed streets procession followed by band march starting from Triq Mons. Guido Calleja, Triq il-Kbira, Triq il-Karmnu, Triq Sant' Anġlu, Triq Lapsi, Telgħet Birkirkara, Triq San Mark, Triq San Mikiel, Triq il-Kbira, Pjazza Qalb ta' Ġesù (Spinola), Triq San Ġorġ, Triq Sant'Andrija, Triq Mikiel Anġ Borg, Triq Paceville, Triq il-Knisja and Triq Ross;

On Thursday, 22nd August, 2024, from 7.30 p.m., till Friday, 23rd August, 2024, till 1.30 a.m., closed streets band march starting from Triq Mons. Guido Calleja, Triq il-Kbira, Pjazza Qalb ta' Ġesù (Spinola), Triq Wied Għomor, Triq Forest, Triq Mensija, Triq San Ġorġ, Triq Ross, Triq Luigi Apap, Triq Francis Zammit, Triq Sant'Andrija, Triq Mikiel Anġ Borg, Triq il-Knisja and Triq Paceville;

On Friday, 23rd August, 2024, from 7.30 p.m., till Saturday, 24th August, 2024, till 1.30 a.m., closed streets band march starting from Telgħet Birkirkara (from near Zanzi), Triq Sant'Anġlu, Triq Lapsi, Triq Mons. Guido Calleja, Triq il-Kbira, Pjazza Qalb ta' Ġesù (Spinola), Triq San Ġorġ and Triq Mikiel Anġ Borg. Band march starts from Triq Francis Zammit,

San Ġorġ, Triq Ross, Triq Paceville, Triq Dobbie, Triq il-Knisja, Triq Wilga, Triq Ball u Trejqet Dragonara;

Nhar is-Sibt, 24 ta' Awwissu, 2024, mis-6.00 p.m., sal-Ħadd, 25 ta' Awwissu, 2024, sas-2.00 a.m., toroq magħluqa - translazzjoni segwita b'żewġ marċi li jibdew minn Triq Lapsi u jkompli fi Triq Sant'Anġlu, Triq il-Karmnu, Triq il-Kbira, Triq Ġorġ Borg Olivier, Pjazza Qalb ta' Ġesù (Spinola), Triq San Ġorġ, Triq Mikiel Anġ Borg, Triq Sant'Andrija, Triq Francis Zammit, Triq Ross, Triq il-Knisja u Triq Paceville;

Nhar il-Ħadd, 25 ta' Awwissu, 2024, mill-10.30 a.m. san-00.30 a.m., toroq magħluqa minn Triq Ġorġ Borg Olivier, Pjazza Qalb ta' Ġesù (Spinola), Triq San Ġorġ, Triq Mikiel Anġ Borg, Triq Wied Għomor u Triq Sant'Andrija.

Nhar il-Ħadd, 25 ta' Awwissu, 2024, mit-3.00 p.m. san-00.30 a.m., toroq magħluqa minn Triq Francis Zammit, Triq Forest, Triq Wied Għomor, Triq Mensija, Triq San Ġorġ, Triq il-Kbira, Triq Ġorġ Borg Olivier, Triq Mons. Guido Calleja, Triq Lapsi, Triq Sant'Anġlu, Telgħet Birkirkara, Trejqet Grenfell, Triq Mikiel Anġ Borg u Triq il-Baltiku.

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

Id-9 ta' Awwissu, 2024

TRANSPORT MALTA

**Avviż Lokali lill-Baħħara Nru. 97 tal-2024**

*Open Water Swimming Event fil-Bajja tas-Salina – 14 ta' Awwissu, 2024*

Id-Direttorat tal-Portijiet u Yachting, Transport Malta, javża lill-baħħara li Birkirkara St Joseph Sports Club se jorganizza attività ta' għawm fil-miftuħ fil-Bajja tas-Salina.

It-tellieqa se ssir tul il-korsa A, B u C kif muri fis-sit elettroniku ta' Transport Malta (www.transport.gov.mt).

| *Pożizzjoni* | *Latitudni (T)* | *Longitudni (L)* |
|---|---|---|
| A | 35° 56'.932 | 014° 25'.660 |
| B | 35° 57'.168 | 014° 25'.755 |
| C | 35° 57'.148 | 014° 25'.808 |

nhar il-L-Erbgħa, 14 ta' Awwissu, 2024, mill-5.00 p.m. u 8.00 p.m.

Club RHIB 'S16893' u numru ta' kenuri se jkunu qed jakkumpanjaw lill-għawwiema parteċipanti.

Triq San Ġorġ, Triq Ross, Triq Paceville, Triq Dobbie, Triq il-Knisja, Triq Wilġa, Triq Ball and Trejqet Dragonara;

On Saturday, 24th August, 2024, from 6.00 p.m., till Sunday, 25th August, 2024, till 2.00 a.m., closed streets - translation followed by two band marches starting from Triq Lapsi and continues to Triq Sant'Anġlu, Triq il-Karmnu, Triq il-Kbira, Triq Ġorġ Borg Olivier, Pjazza Qalb ta' Ġesù (Spinola), Triq San Ġorġ, Triq Mikiel Anġ Borg, Triq Sant'Andrija, Triq Francis Zammit, Triq Ross, Triq il-Knisja and Triq Paceville;

On Sunday, 25th August, 2024, from 10.30 a.m. till 00.30 a.m., closed streets through Triq Ġorġ Borg Olivier, Pjazza Qalb ta' Ġesù (Spinola), Triq San Ġorġ, Triq Mikiel Anġ Borg, Triq Wied Għomor and Triq Sant'Andrija;

On Sunday, 25th August, 2024, from 3.00 p.m. till 00.30 a.m., closed streets through Triq Francis Zammit, Triq Forest, Triq Wied Għomor, Triq Mensija, Triq San Ġorġ, Triq il-Kbira, Triq Ġorġ Borg Olivier, Triq Mons. Guido Calleja, Triq Lapsi, Triq Sant'Anġlu, Telgħet Birkirkara, Trejqet Grenfell, Triq Mikiel Anġ Borg and Triq il-Baltiku.

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

9th August, 2024

TRANSPORT MALTA

**Local Notice to Mariners No. 97 of 2024**

*Open Water Swimming Event in Il-Bajja tas-Salina – 14th August, 2024*

The Ports and Yachting Directorate, Transport Malta, notifies mariners that Birkirkara St. Joseph Sports Club will be organising an open water swimming event in Il-Bajja tas-Salina.

The race will be held along the course A, B and C as shown on chart found on Transport Malta website (www.transport.gov.mt).

| *Position* | *Latitude (N)* | *Longitude (E)* |
|---|---|---|
| A | 35° 56'.932 | 014° 25'.660 |
| B | 35° 57'.168 | 014° 25'.755 |
| C | 35° 57'.148 | 014° 25'.808 |

on Wednesday, 14th August, 2024, from 5.00 p.m. till 8.00 p.m.

A club RHIB 'S16893' and a number of canoes will be accompanying the participating swimmers.

Il-baħħara kollha huma mwissija biex iżommu 'l bogħod sew miż-żona u, taħt l-ebda ċirkostanza, m'għandhom jgħaddu mill-kors A, B u C. Bastimenti li l-irmiġġ tagħhom huma f'din iż-żona, għandhom jikkomunikaw ma' RHIB 'S16893' qabel ma jidħlu jew ihallu din iż-żona u jistennew li jkunu skortati kif xieraq.

Fid data u l-ħinijiet stipulati, il-baħħara huma avżati biex joqgħodu attenti u jinnavigaw b'kawtela estrema u b'veloċità baxxa (mingħajr rima) meta jkunu fil-viċinanza. Huma għandhom jikkoperaw mal-organizzaturi.

Il-baħħara kollha għandhom josservaw kwalunkwe struzzjonijiet mogħtija fuq VHF Channel 12 u/jew 16, minn Valletta VTS u minn kwalunkwe Uffiċjali tal-Infurzar fuq il-post.

Charts affettwati: BA 211B, 211A, 2537 u 2538

Id-9 ta' Awwissu, 2024

All mariners are directed to keep well clear of the area and, under no circumstances, are to transit through course A, B and C. For vessels whose moorings are within this area, they are to communicate with RHIB 'S16893' prior to entering or leaving the area and wait to be escorted accordingly.

On the stipulated date and times, mariners are advised to keep a sharp lookout and navigate with extreme caution and at slow speed (no wake) when in the vicinity. They are to cooperate with the organisers.

All mariners are to comply with any instructions given on VHF Channel 12 and/or 16, by Valletta VTS and by any Enforcement Personnel on site.

Charts affected: BA 211B, 211A, 2537 and 2538

9th August, 2024

AĠENZIJA NAZZJONALI GĦALL-ARTI PERFORMATTIVA

**Teatru Malta**

*Sejħa għal Manager tal-Produzzjoni*

Teatru Malta, li topera taħt l-Aġenzija Nazzjonali għall-Arti Performattiva (NAPA), qed tfittex persuna entużjasta u ta' esperjenza biex taħdem bħala Manager tal-Produzzjoni. Il-kandidat magħżul se jkun responsabbli mill-iżvilupp u l-esekuzzjoni tal-programm artistiku billi jikkordina u jmexxi l-produzzjonijiet fi ħdan il-kalendarju tal-avvenimenti ta' Teatru Malta waqt li jieħu ħsieb il-loġistika biex ikun jista' jittella' dan il-programm.

**Pożizzjoni**
Manager tal-Produzzjoni

**Post**
Teatru Malta, Malta

**Tul tal-Kuntratt**

Minn Settembru 2024 sa Settembru 2025, bil-possibbiltà li jiġġedded għal sentejn skont il-prestazzjoni.

**Responsabbiltajiet**

Il-kordinazzjoni, is-sapport u t-tmexxija tal-produzzjonijiet magħżula fi ħdan il-kalendarju ta' Teatru Malta kif jiġi mitlub mill-Kap tal-Produzzjonijiet;

It-tmexxija tal-produzzjonijiet, li tinkludi l-baġits u li jsir ir-rappurtar ta' kull mhu mitlub;

NATIONAL AGENCY FOR THE PERFORMING ARTS

**Teatru Malta**

*Call for Production Manager*

Teatru Malta, operating under the National Agency for the Performing Arts (NAPA), is seeking an experienced and enthusiastic service provider to serve as Production Manager. The selected candidate will support the development and delivery of the artistic programme by coordinating and managing productions within the Teatru Malta calendar of events and organising the logistics to deliver this programme.

**Position**
Production Manager

**Location**
Teatru Malta, Malta

**Contract Duration**

September 2024 to September 2025, with the possibility of a two-year extension based on performance.

**Responsibilities**

Support, coordinate, and manage select productions within the Teatru Malta calendar of events as requested by the Head of Productions;

Manage the productions, including their budgets, and adhere to all reporting obligations;

Li jservi bħala l-kuntatt dirett bejn Teatru Malta u t-tim kreattiv, tekniku u loġistiku;

Li jiġu stabbiliti dati ta' skadenza ċari u miri għall-produzzjonijiet, li kollox ikun miexi skont kif ikun skedat u b'mod effiċjenti;

Flimkien mal-konsulent legali ta' NAPA, issir sorveljanza ta' kull ftehim li jsir dwar il-produzzjonijiet;

Skedar u kordinazzjoni tal-bookings tal-ispazji li jkunu qed jintużaw f'kollaborazzjoni mal-managers tal-produzzjoni;

Sorveljanza tal-loġistika tal-produzzjonijiet, waqt li tiġi żgurata komunikazzjoni effettiva mat-timijiet artistiċi u tekniċi;

Rikjesti u mmaniġġjar ta' stimi u direct orders relatati mal-produzzjonijiet, kollox skont ir-regolamenti tal-Gvern dwar il-procurement;

Li jinżammu rekords aġġornati u b'mod ċar ta' kull stima u direct order;

Kordinazzjoni mad-dipartiment tal-marketing ta' Teatru Malta fuq il-promozzjoni u d-dokumentazzjoni tal-proġetti;

It-twettiq ta' kull aspett li jaqa' taħt l-amministrazzjoni ta' proġett, jieħu ħsieb l-infiq tal-produzzjoni, jimmaniġġja l-istimi, invoices u kuntratti;

Skedar u organizzazzjoni ta' laqgħat tal-produzzjoni u laqgħat post-mortem;

Kordinazzjoni mad-dipartiment tal-amministrazzjoni dwar l-invoicing tal-produzzjoni;

Immaniġġjar tal-pjattaformi elettroniċi fejn hemm maħżuna d-dokumentazzjoni ta' Teatru Malta;

Li tiġi żgurata relazzjoni tajba mal-imsieħba u kollaboraturi waqt li l-kandidat magħżul iservi ta' promotur tal-entità;

Immaniġġjar tal-inventarju, twassil u ġarr, u livelli ta' stokk tal-vestwarju u tal-istokk ta' Teatru Malta;

Li jitwettqu responsabbiltajiet oħra hekk kif mogħtija mill-Kap tal-Produzzjonijiet u l-Manager tal-Amministrazzjoni.

**Rekwiżiti**

Kwalifika ta' Baċellerat fil-Livell 6 tal-MQF relatat ma' dan l-irwol.

Għarfien tax-xena teatrali lokali kif ukoll tas-setturi kulturali u kreattivi.

Esperjenza fiż-żamma mal-ħin skont id-dati tal-iskadenza.

Serve as the direct liaison between Teatru Malta and the production's creative, technical, and logistical team;

Set clear deadlines and targets for productions, ensuring they are on schedule and operating efficiently;

Oversee agreements related to the productions in direct liaison with the NAPA legal advisor;

Coordinate and schedule space bookings in collaboration with the Production Managers;

Oversee logistics related to the productions, ensuring effective communication with technical and artistic teams;

Request and manage quotations and direct orders related to the productions in accordance with Government procurement regulations;

Maintain clear and updated records of all quotations and direct orders;

Coordinate with the marketing department of Teatru Malta on the promotion and documentation of projects;

Undertake all aspects of project administration, monitor production spending, and handle all quotes, invoices, and contracts;

Schedule and organise production meetings and post-mortem meetings;

Liaise with the administration department on production invoicing;

Manage the electronic platforms storing Teatru Malta's documentation;

Act as an advocate for the entity and ensure good relations with all partners and collaborators;

Manage the inventory, deliveries, and stock levels of Teatru Malta's wardrobe and stock;

Perform other duties as assigned by the Head of Productions and Administration Manager.

**Requirements**

Bachelor's qualification at MQF Level 6 related to the role.

Knowledge of the local theatre scene as well as cultural and creative sectors.

Track record of delivering according to deadlines.

Il-ħila li toħloq u żżomm relazzjonijiet tajba ma' għadd ta' kollaboraturi u stakeholders.

Proficjenza fl-Ingliż u l-Malti, b'ħiliet eċċellenti fil-kitba u t-taħdit.

Il-kapaċità li wieħed jisma' u ħiliet interpersonali eċċellenti.

L-abbiltà li wieħed jaħdem kemm b'mod indipendenti u anke f'tim, b'attenzjoni għal kull dettall.

Esperjenza ta' xogħol relevanti għal mill-inqas sentejn f'avvenimenti/proġetti u mmaniġġjar ta' baġits.

Il-ħila li wieħed jifhem il-politika tal-gvern, l-inċentivi u l-leġislazzjoni.

**Remunerazzjoni**

€24,000 fis-sena (li jeskludi l-VAT imma jinkludi t-taxxi u ħlasijiet oħra) għal 40 siegħa fil-ġimgħa, b'sigħat flessibbli sabiex jitwettaq dak li hu mitlub mill-pożizzjoni. Il-ħlas jingħata fix-xahar minn NAPA wara li tinħareġ invoice b'numru tal-VAT validu.

**Il-Proċess tal-Applikazzjoni**

Applikanti interessati huma mitluba jibagħtu ittra ta' motivazzjoni flimkien ma' CV lil (contact@teatrumalta.org.mt). L-applikazzjonijiet jagħlqu nhar il-Ġimgħa, 16 ta' Awwissu, 2024, f'nofsinhar. L-applikanti eliġibbli jiġu mitluba jattendu intervista għall-għażla. Iċ-ċertifikati oriġinali u/jew it-testimonjanzi għandhom jiġu ppreżentati għall-verifikazzjoni fl-intervista.

Id-9 ta' Awwissu, 2024

Ability to establish and maintain positive relationships with a variety of collaborators and stakeholders.

Proficiency in English and Maltese, with excellent oral and written communication skills.

Excellent listening and interpersonal skills.

Ability to work both independently and within a team, with attention to detail.

Relevant work experience of at least 2 years in events/projects and budget management.

Understanding of government policy, incentives, and legislation.

**Remuneration**

€24,000 per year (excluding VAT but including any other taxes or charges) for 40 hours per week, with flexible hours to meet the demands of the position. Payment will be processed monthly by NAPA on receipt of an invoice with a valid VAT number.

**Application Process**

Interested applicants are required to send a motivation letter together with a CV to (contact@teatrumalta.org.mt). The closing date for applications is Friday, 16th August, 2024, at noon. Eligible applicants will be asked to sit for a selection interview. Original certificates and/or testimonials are to be produced for verification at the interview.

9th August, 2024

AWTORITÀ DWAR IL-MEDIĊINI

**Opportunitajiet ta' Karriera**

Il-Missjoni tal-Awtorità dwar il-Mediċini hi li tipproteġi s-saħħa pubblika permezz tar-regolazzjoni tal-prodotti mediċinali u l-attivitajiet farmaċewtiċi. L-Awtorità dwar il-Mediċini qed tfittex li timpjega:

Senior Medicines Inspector
*(Permess tal-Jobsplus: 216/2024)*

Aktar informazzjoni tista' tinkiseb minn (www.medicinesauthority.gov.mt/careers). L-applikazzjoni għandha tiġi sottomessa permezz ta' ittra elettronika lil (hr.medicinesauthority@gov.mt) sa nofsinhar tas-Sibt, 24 ta' Awwissu, 2024.

Id-9 ta' Awwissu, 2024

MALTA MEDICINES AUTHORITY

**Career Opportunities**

The Mission of the Malta Medicines Authority is to safeguard public health through the regulation of medical products and pharmaceutical activities for human use. The Malta Medicines Authority is seeking to employ:

Senior Medicines Inspector
*(Jobsplus Permit No: 216/2024)*

Further information may be obtained from (www.medicinesauthority.gov.mt/careers). Application documents are to be submitted by email to (hr.medicinesauthority@gov.mt) by noon of Saturday, 24th August, 2024.

9th August, 2024

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

**Pożizzjoni ta' Assistant Project Officer (Paying Agency) fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali**

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

1. Is-Segretarju Permanenti, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, jilqa' applikazzjonijiet għall-pożizzjoni ta' Assistant Project Officer (Paying Agency) fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali.

**Tul tal-Assenjment u Kundizzjonijiet**

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

2.2 Il-pożizzjoni ta' Assistant Project Officer (Paying Agency) hija suġġetta għal perjodu ta' prova ta' sitt (6) xhur.

2.3 Peress li din il-pożizzjoni hi marbuta ma' terminu ta' żmien fiss jew tlestija ta' biċċa xogħol speċifika, il-pożizzjoni ta' Assistant Project Officer (Paying Agency) taqa' taħt Regolament 7 (4) tal-Liġi Sussidjarja 452.81 intitolat u għaldaqstant dan jikkostitwixxi raġuni oġġettiva skont ir-'Regolamenti dwar Kuntratti ta' Servizz għal Żmien Fiss'.

2.4 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.5 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

**Position of Assistant Project Officer (Paying Agency) in the Ministry for Agriculture, Fisheries and Animal Rights**

*Nomenclatures denoting the male gender include also the female gender.*

1. The Permanent Secretary, Ministry for Agriculture, Fisheries and Animal Rights invites applications for the position of Assistant Project Officer (Paying Agency) in the Ministry for Agriculture, Fisheries and Animal Rights.

**Duration of Assignment and Conditions**

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

2.2 The position of Assistant Project Officer (Paying Agency) is subject to a probationary period of six (6) months.

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

2.4 Selected candidates must be of conduct which is appropriate to the position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.5 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to

Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Salarju Marbut mal-Pożizzjoni**

3.1 Is-salarju marbut mal-pożizzjoni ta' Assistant Project Officer (Paying Agency) huwa ekwivalenti għal increment inqas mill-massimu ta' Skala ta' Salarju 12 (ekwivalenti għal €23,006 fl-2024), li jilħaq il-massimu taliskala mat-tlestija ta' sena (1) servizz fil-pożizzjoni, flimkien ma:

i. allowance fissa ta' €1,500 fis-sena, u

ii. disturbance allowance (minflok overtime) sa massimu ta' 15% tas-salarju, f'ċirkostanzi eċċezzjonali u għal perjodi speċifiċi kif awtorizzat mis-Segretarju Permanenti rispettiv.

**Dmirijiet**

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

i. Iwettaq kompiti assenjati mil-line manager fl-awtorizzazzjoni, il-monitoraġġ, il-kontroll, il-ħlas jew il-kontabbiltà ta' talbiet għal ħlasijiet relatati ma' skemi, programmi, proġetti jew miżuri fi ħdan ir-responsabbiltà u l-mandat tal-Aġenzija għall-Pagamenti Agrikoli u Rurali;

ii. Iwettaq dmirijiet ġenerali tal-uffiċċju minn jum għal jum kif assenjati mil-line manager jew superviżur dirett;

iii. Iwettaq il-kontrolli amministrattivi, dokumentati/jew fiżiċi kollha meħtieġa fuq il-post ta' proġetti, pretensjonijiet, skemi jew miżuri oħra kif meħtieġ;

iv. Jassisti fil-kollegament mal-partijiet interessati rilevanti (inklużi dipartimenti governattivi oħra, forniturі tas-servizz, imsieħba, u NGOs) kif mitlub mil-line manager jew is-superviżur dirett;

v. Jipproċessa pagamenti relatati mal-UE b'mod effiċjenti fil-perjodi ta' żmien stipulati skont il-proċeduri fis-seħħ, u jassisti lil-line manager waqt l-ibbaġitjar, l-esekuzzjoni tal-pagamenti, id-Dikjarazzjoni tan-Nefqa, ir-rappurtar finanzjarju u l-awditjar;

ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Salary Pegged to the Position**

3.1 The Salary attached to the position of Assistant Project Officer (Paying Agency) is equivalent to the maximum of Salary Scale 12 less an increment (equivalent to €23,006 in 2024), with attainment of maximum of scale on completion of one year service, plus:

i. a fixed allowance of €1,500 per annum; and

ii. a disturbance allowance (in lieu of overtime) of up to a maximum of 15% of the salary, in exceptional circumstances and during specific periods duly authorised by the respective Permanent Secretary.

**Duties**

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

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

ii. Performs day to day general office duties as assigned by the line manager or direct supervisor;

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

iv. Assists in liaising with relevant stakeholders (including other governmental departments, service providers, partners, and NGOs) as instructed by the line manager or the direct supervisor;

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

vi. Iżomm rekords xierqa tax-xogħol imwettaq fuq l-ipproċessar tad-dokumentazzjoni tal-proġett/i tal-UE u fajls b'mod xieraq biex tiġi żgurata t-traċċabbiltà;

vii. Iwettaq kontrolli amministrattivi fir-rigward ta' għadd ta' proġetti/assistenza ffinanzjati mill-UE;

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

ix. Jorganizza u jipparteċipa f'laqgħat u jieħu minuti ta' diskussjonijiet;

x. Iwettaq funzjonijiet ta' rappurtar bil-mod indikat mil-line manager jew superviżur dirett, inkluż permezz taż-żamma ta' databases jew applikazzjonijiet oħra applikabbli tal-IT fejn meħtieġ;

xi. Jipparteċipa f'taħriġ u konferenzi lokalment u barra (applikant magħżul li jipproċedi barra biex isegwi korsijiet ikun marbut bil-kundizzjonijiet rilevanti stabbiliti fil-Manwal dwar l-Iżvilupp tal-Persunal fl-Amministrazzjoni Pubblika);

xii. Jappoġġja u jikkontribwixxi għall-implimentazzjoni b'suċċess tal-inizjattivi tal-ministeru responsabbli, kif ordnat mil-line manager jew superviżur dirett;

xiii. Juri fis-sitwazzjonijiet kollha u partikolarment f'perjodi fejn l-iskadenzi tal-finanzjament qed joqorbu, kapaċità u rieda li jaħdem taħt pressjoni ta' sfida, inkluż kull meta jkun meħtieġ hekk mil-line manager billi jaħdem tard jew fi tmiem il-ġimgħa jew fi btajjel pubbliċi biex jilħaq l-iskadenzi, jew fejn meħtieġ biex jivvjaġġa barra mill-pajjiż fuq negozju uffiċjali;

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

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

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-

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

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

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

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

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

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

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

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

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

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

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

**Eligibility Requirements**

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

i. a. citizens of Malta; or

b. citizens of the other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and

UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

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

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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 jew bil-lingwa Ingliża;

U

iii. ikollhom Diploma fil-Livell 4 tal-MQF fil-European Studies, jew International Studies, jew Management Studies jew Economics, jew Business Studies, jew Social Sciences, jew Geography, jew Geographical Systems (GIS), jew Horticulture, jew Animal Management and Veterinary Nursing, jew Mediterranean Argosystems Management, jew Accountancy, jew Environment/Earth Systems, jew Communications, jew ICT;

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 or English languages;

AND

iii. in possession of a Diploma at MQF Level 4, in European Studies, or International Studies, or Management Studies, or Economics, or Business Studies, or Social Sciences, or Geography, or Geographical Systems (GIS), or Horticulture, or Animal Management and Veterinary Nursing, or Mediterranean Argo-systems Management, or Accountancy, or Environment/Earth Systems, or Communications, or ICT;

JEW

iv. huma uffiċjali pubbliċi fi Skala mhux inqas minn Skala 15, jew impjegati tas-Settur Pubbliku li qed iwettqu dmirijiet fis-Servizz Pubbliku, jew impjegati tal-RSSL, it-tnejn f'Livell ta' responsabbilta' komparabbli, flimkien ma' ħames (5) snin esperjenza ta' xogħol rilevanti għall-pożizzjoni.

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' 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 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).

**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.

OR

iv. Public officers in a scale not below scale 15, or Public Sector employees performing duties in the Public Service, or RSSL employees, both at a comparable level of responsibility, plus five (5) years work experience relevant to the position.

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 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).

**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

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 5.2, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjoni**

8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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%20

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.2, have proven relevant work experience.

**Submission of Applications**

8.1 Applications are to be submitted, for the attention of the Director Corportate 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, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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%20

Provisions_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 tad-Direttorat huma (http://agrikoltura.gov.mt) u (humanresources.mafa@gov.mt).

Id-9 ta' Awwissu, 2024

**Kofinanzjat mill-Unjoni Ewropea**

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

**Post ta' Junior Veterinary Officer/Veterinary Officer fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali**

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

1. Is-Segretarju Permanenti, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, jilqa' applikazzjonijiet għall-post ta' Junior Veterinary Officer/Veterinary Officer fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali.

**Termini u Kundizzjonijiet**

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

2.2 Is-salarju ta' Junior Veterinary Officer huwa ta' Skala ta' Salarju 9, li fis-sena 2024 huwa ta' €25,589.02 fis-sena, li jiżdied b'€447.33 fis-sena sa massimu ta' €28,273.00.

2.3 Persuna fil-grad ta' Junior Veterinary Officer tiġi promossa għall-grad ta' Veterinary Officer fi Skala 8 (€27,179.02 x €486.83 - €30,100.00) wara sentejn (2) servizz fil-grad ta' Junior Veterinary Officer, dejjem jekk ikollha warrant biex tipprattika bħala Veterinary Surgeon u jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna magħżula li jkollha il-warrant biex tiprattika bħala Veterinary Surgeon u li għandha mhux inqas minn sentejn (2) prattika professjonali wara il-kisba tal-warrant, tinħatar Veterinary Officer fi Skala 8 (€27,179.02 x €486.83 - €30,100.00 fis-sena 2024).

Provisions_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 Directorate are (http://agrikoltura.gov.mt) and (humanresources.mafa@gov.mt).

9th August, 2024

**Co-funded by the European Union**

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

**Post of Junior Veterinary Officer/Veterinary Officer in the Ministry for Agriculture, Fisheries and Animal Rights**

*Nomenclatures denoting the male gender include also the female gender.*

1. The Permanent Secretary, Ministry for Agriculture, Fisheries and Animal Rights, invites applications for the post of Junior Veterinary Officer/Veterinary Officer in the Ministry for Agriculture, Fisheries and Animal Rights.

**Terms and Conditions**

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

2.2 The salary for the post of Junior Veterinary Officer is Salary Scale 9, which in the 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.

2.3 A Junior Veterinary Officer will be promoted to the grade of Veterinary Officer in Scale 8 (€27,179.02 x €486.83 - €30,100.00) on completion of two (2) years service in the grade of Junior Veterinary Officer, subject to being in possession of a Warrant to practise as a Veterinary Surgeon and subject to satisfactory performance.

2.4 A selected applicant in possession of a warrant to practice as Veterinary Surgeon and who has not less than two (2) years of professional practise after obtaining the warrant will be appointed Veterinary Officer in Scale 8 (€27,179.02 x €486.83 - €30,100.00 in 2024).

2.5 Persuna fil-grad ta' Veterinary Officer (Skala 8) titla' fi skala 7 (€28,855.98 x €531.17 - €32,043.00 fis-sena 2024) wara sitt (6) snin prattika professjonali wara l-kisba tal-warrant, jekk tkun qdiet dmirha b'mod sodisfaċenti, filwaqt li ż-żmien kwalifikanti ta' sitt (6) snin jitnaqqas għal erba' (4) snin fil-każ ta' Veterinary Officers li jkollhom kwalifika post-graduate fil-Livell 7 tal-MQF approvata u rikonoxxuta.

2.6 Il-kandidati magħżula 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.7 Dan il-post/pożizzjoni ġie identifikat bħala 'post/pożizzjoni hekk identifikat' għall-finijiet ta' subartikolu 5 tal-artikolu 4 tal-Att dwar l-Amministrazzjoni Pubblika (Kap. 595 tal-Liġijiet ta' Malta) u skont id-Direttiva 14.1 maħruġa mis-Segretarju Permanenti Ewlieni fit-3 ta' Awwissu 2023, li jinvolvi funzjonijiet regolartorji/ta' spettorat. Il-kundizzjonijiet rilevanti elenkati fl-Att dwar l-Amministrazzjoni Pubblika u f'Direttiva 14.1 japplikaw.

2.8 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Junior Veterinary Officer/Veterinary Officer jinkludu li:

2.5 A Veterinary Officer (Scale 8) will progress to Scale 7 (€28,855.98 x €531.17 - €32,043.00 in 2024) on completion of six (6) years professional practise after obtaining the warrant, subject to satisfactory performance provided that the qualifying period of six (6) years will be reduced to four (4) years in the case of Veterinary Officers in possession of an approved and recognised post-graduate qualification at MQF Level 7.

2.6 Selected candidates must be of conduct which is appropriate to the post applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.7 This post/position has been designated as a 'post/position so designated' for the purposes of sub-article 5 of Article 4 of the Public Administration Act (Cap. 595 of the Laws of Malta) and in terms of Directive 14.1 issued by the Principal Permanent Secretary on 3rd August 2023, since it involves regulatory/inspectorate functions. The relevant conditions laid out in the Public Administration Act and Directive 14.1 apply.

2.8 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Junior Veterinary Officer/Veterinary Officer include:

i. Iżomm mar-responsabbilitajiet li jingħataw lilu mill-kapijiet tiegħu, u jwettaq dmirijiet bl-akbar kompetenza;

ii. Iwettaq ix-xogħol assenjat lilu sakemm dan ma jiksirx l-etika tal-professjoni veterinarja u jkun responsabbli wkoll għas-saħħa u s-sigurtà fuq il-post tax-xogħol tal-impjegati li jassisstuh;

iii. Jingħata l-possibbiltà mill-kapijiet tiegħu ta' inkarigi barra mill-funzjonijiet ta' rutina u barra mill-ambitu tal-istess dipartiment, f'każ ta' nuqqas ta' impjegati;

iv. F'każijiet ta' emerġenza, jista' jiġi assenjat inkarigi li għalihom jingħata direzzjoni mingħand uffiċjali oħrajn, sakemm dawn ix-xogħlijiet ma jiksrux il-kodiċi ta' etika skont kif imfassla mill-Kunsill tal-Kirurgi Veterinarji, u sakemm il-kap dirett ta' fuqu jiġi infurmat bil-miktub dwar iċ-ċaqliq temporanju tal-post;

v. Jingħata r-responsabbilitajiet mill-kap tiegħu u li għandhom jinżammu biss fil-qafas tal-funzjoni mogħtija lilu fuq livell dipartimentali;

vi. Jinforza l-leġiżlazzjoni kollha, kemm Maltija u kif ukoll Ewropea, u standards internazzjonali fis-settur fejn ikun assenjat;

vii. Jiġbor l-evidenza u jippreżentaha fil-Qorti kif, fejn u jekk meħtieġ;

viii. Jiżgura li r-Regolamenti tas-Saħħa u Sigurtà fuq il-post tax-xogħol ikunu infurzati b'mod rigoruż;

ix. Jattendi korsijiet/taħriġ kif mitlub mid-Dipartiment;

x. Jagħmel interventi kirurġiċi ġenerali li jinkludu wkoll it-tiswija tal-annimali u jagħti kura u trattament mediku lill-annimali;

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

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

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

i. Assumes responsibilities as delegated to him/her by his/her Senior and carry out tasks with the greatest competence;

ii. Performs tasks assigned to him/her as long as they do not breach the ethics of the Veterinary Profession and be responsible for the occupational health and safety of his/her support staff;

iii. Carries out tasks assigned by his/her superior, tasks which are out of the routine functions and out of the remit of the same department in case of shortage of staff;

iv. Carries out assigned tasks, in case of emergency situations, where s/he would be directed by other officers to carry them out, as long as these activities do not breach the code of ethics produced by the Veterinary Surgeons' Council and that his/her direct superior is informed in writing on his/her temporary new post;

v. Assumes responsibilities conferred to the Veterinary Officer by his/her superior, which shall lie solely within the functions assigned to him/her at a departmental level;

vi. Enforces all Maltese and European legislations and international standards in the sector to which s/he is assigned;

vii. Collects evidence and present it in court as, when and if necessary;

viii. Ensures that the relative Health and Safety Regulations are scrupulously adhered to;

ix. Attends training courses as directed by the Department;

x. Undertakes surgical operations which include neutering and general surgery including consultation and medical treatment of animals;

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

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

xiii. Performs 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. 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

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

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

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

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

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

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

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

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

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

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within 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.

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 jew bil-lingwa Ingliża;

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

U

AND

iii. Persuni gradwati li għandhom il-warrant fil-mediċina veterinarja. Il-warrant rikjest hawn fuq huwa skond kif definit fl-Att dwar is-Servizzi Veterinarji (Kap. 437).

iii. A warranted graduate in Veterinary Medicine. The abovementioned required warrant is as defined in the Veterinary Services Act (Cap. 437).

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' 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.

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.

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 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.

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.

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.

**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, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista talkwalifiki 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, 26 ta' Awwissu, 2024. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fil-provedimenti ġenerali msemmija hawn isfel.

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

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

**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, 26th August, 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 tad-Direttorat huma (http://agrikoltura.gov.mt) u (humanresources.mafa@gov.mt).

Id-9 ta' Awwissu, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

**Pożizzjoni ta' Pharmacist fil-Ministeru għas-Saħħa u l-Anzjanità Attiva**

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

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

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 Assistant Director (People Management), Corporate Services Directorate, Agriculture Research and Innovation Hub, Triq l-Ingiered, Ħal Luqa LQA 3300. These general provisions are to be regarded as an integral part of this call for applications.

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

9th August, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

**Position of Pharmacist 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, invites applications for the position of Pharmacist in the Ministry for Health and Active Ageing.

**Tul tal-Assenjment u Kundizzjonijiet**

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

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

2.3 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.4 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Salarju Marbut mal-Pożizzjoni**

3.1 Is-salarju għall-pożizzjoni ta' Pharmacist huwa Skala ta' Salarju 9, li fis-sena 2024 hija ekwivalenti għal €25,589.02 fis-sena, li tiżdied b'żidiet fis-sena ta' €447.33 sa massimu ta' €28,273.00.

3.2 Persuna fil-grad ta' Pharmacist titla' fi Skala 8 (€27,179.02 x €486.83 - €30,100.00 fis-sena) wara sentejn (2) servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti, li matul din, Pharmacist huwa suġġett għal placements fuq sistema ta' rotazzjoni, kif indikat mill-amministrazzjoni minn żmien għal żmien, fis-setturi varji tasservizz pubbliku.

**Duration of Assignment and Conditions**

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

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

2.3 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.4 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Salary Pegged to the Position**

3.1 The salary for the position of Pharmacist is Salary Scale 9, which in the 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.

3.2 A Pharmacist will progress to Scale 8, (€27,179.02 x €486.83 - €30,100.00 per annum) on completion of two (2) years service in the grade, subject to satisfactory performance, during which the Pharmacist is subject to placements on a rotation system, as indicated by management from time to time, within the various sections of the Public Service.

Matul dan il-perjodu ta' żmien fil-grad ta' Pharmacist, il-kandidati li jintemmu b'suċċess iridu jiksbu Certificate of Completion of General Professional Training (CCGPT). Sakemm tali żmien li dan il-programm ta' taħriġ ikun fis-seħħ, dan ir-rekwiżit jiġi mneħħi.

3.3 Persuna fil-grad ta' Pharmacist tiġi promossa għall-grad ta' Senior Pharmacist fi Skala 7 (€28,855.98 x €531.17 - €32,043.00 fis-sena) wara sitt (6) snin servizz fil-grad ta' Pharmacist, dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

Ladarba is-Certificate of Completion of General Professional Training (CCGPT) ikun għaddej, il-progression għal Senior Pharmacist fi Skala ta' Salarju 7 tkun wara sentejn (2) snin ta' servizz sodisfaċenti fi Skala ta' Salarju 8 u tlestija b'suċċess tas-CCGPT.

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

**Dmirijiet**

4.1 Id-dmirijiet għal dan il-post ta' Pharmacist jinkludu li:

i. Jipprovdi servizz farmaċewtiku professjonali fi kwalunkwe ambjent farmaċewtiku tal-Gvern;

ii. Ikun involut attivament fl-akkwist, il-ġestjoni tal-ħażniet (inkluża dik ta' mediċini kkontrollati), assemblaġġ ta' ordnijiet, ippakkjar mill-ġdid, rilaxx, forniment u distribuzzjoni ta' farmaċewtiċi;

iii. Jiddispensa oġġetti farmaċewtiċi skont preskrizzjonijiet mediċi;

iv. Jirrikostitwixxi prodotti mediċinali b'mod asettiku u b'mod mhux asettiku;

v. Jikkontribwixxi għall-iżvilupp, l-implimentazzjoni u r-reviżjonijiet ta' politiki farmaċewtiċi, proċess ta' intitolament għall-mediċini u manutenzjoni tal-Formularju tal-Gvern;

vi. Jagħmel użu mis-sistemi tat-teknoloġija tal-informatika li jkunu qed jintużaw fil-Ministeru għas-Saħħa u l-Anzjanità Attiva;

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.

During this period of time in the grade of Pharmacist , successful candidates must obtain a certificate of completion of General Professional Training (CCGPT).Until such time that this Training programme is in place, this requirement will be waived.

3.3 A Pharmacist will be promoted to the grade of Senior Pharmacist in Scale 7 (€28,855.98 x €531.17 - €32,043.00 per annum) after six (6) years satisfactory service in the grade of Pharmacist.

Once the certificate of completion of General Professional Training (CCGPT) is up and running, progression to Senior Pharmacists at Salary Scale 7 will be after two (2) years of satisfactory service in Salary Scale 8 and successful completion of the CCGPT.

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

**Duties**

4.1 The job duties for the position of Pharmacist include:

i. Provides a professional pharmaceutical service in any Government pharmaceutical setting;

ii. Actively involved in the procurement, stock management (including that of controlled drugs), assembly of orders, repackaging, release, supply and distribution of pharmaceuticals;

iii. Dispenses of pharmaceutical items according to medical prescriptions;

iv. Reconstitutes medicinal products aseptically and non-aseptically;

v. Contributes to the development, implementation and reviews of pharmaceutical policies, medicines entitlement process and maintenance of the Government Formulary;

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

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.

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-maniġment.

**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 f 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 lImmigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. (a) profiċjenti fil-lingwa Maltija. Madankollu, kandidati li mhumiex profiċjenti fil-lingwa Maltija xorta se jiġu kkunsidrat imma jridu jipprovdu evidenza ta' profiċjenza bażika fil-lingwa Maltija qabel il-konferma tal-ħatra li hi fi żmien sena (1) mill-ingaġġ, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 u Part 2 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 u Part 2 immexxi mid-Dipartiment tal-Malti tal-Università ta' Malta. Kwalunkwe spejjeż tal-kor jew assessjar tiegħu jkunu mħallsa mill-kandidati prospettivi. Madankollu, tali spejjeż jistgħu jiġu applikati biex jitħallsu lura permezz tal-tal-Continuous Pharmacy Education Scheme(CPE).

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ii (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

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 fulfill 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 with 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 within one (1) year of engagement by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 and Part 2 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 and Part 2 run by the Department of Maltese of the University of Malta. Any course or assessment fees are to be paid by prospective candidates. However, such expenses may be claimed through the Continuous Pharmacy Education Scheme (CPE).

AND

ii. (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

ekwivalenti għal IELTS Livell 6 (ta' band score medju ta' 6) eż. GCSE/Cambridge Grad Ċ, TOEFL (IBT): 60-8 CEFR: B2 ikunu aċċettati;

JEW

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

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iii. fil-pussess ta' warrant biex jipprattikaw bħala Pharmacist f'Malta.

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 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).

**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).

qualification to IELTS (overall band score 6) e.g. GCSE/Cambridge: Grade C, TOEFL (IBT): 60-80, CEFR: B2 also be accepted;

OR

providing documentation showing at least six (6) months full-time equivalent certified work experience as a Pharmacist in the United Kingdom, Ireland, or any other English speaking Country where English if the primary an/or the Official language.

AND

iii. be in possession of a warrant to practice as Pharmacist in Malta.

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).

**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. 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 5.2, 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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;

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

**Selection Procedures**

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

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.2, 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, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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;

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 VLT1171. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

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

Id-9 ta' Awwissu, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

**Post ta' Assistant Manager 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' Assistant Manager biex iwettaq dmirijiet ta' Management Support fis-Saħħa, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

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

2.3 Is-salarju ta' Assistant Manager 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 11, li fis-sena 2024 hija ekwivalenti għal €22,642.98 fis-sena, li tiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €24,894.00, mal-kisba

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).

9th August, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

**Post of Assistant Manager 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 Assistant Manager to perform management support duties within Health, in the Ministry for Health and Active Ageing.

**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 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

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 - €26,532.00) 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 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 fil-qasam tal-ispeċjalizzazzjoni, skont il-postijiet vakanti stabbiliti.

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

2.9 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.10 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

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 - €26,532.00) 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 the area of specialisation, in accordance with established vacancies.

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

2.9 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.10 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. L-Assistent Manager (Management Support) se jassisti lill-Head, u l-Assistent Direttur fil-Kura Sekondarja, lejn il-kisba tal-għanijiet tat-tmexxija ġenerali u l-istrateġija ġenerali. Il-funzjonijiet tal-Assistent Manager jinkludu li:

i. Jgħin lill-Assistent Direttur u lill-Head fit-tmexxija ta' kuljum tal-uffiċċju, inkluż l-organizzazzjoni ta' laqgħat u ż-żamma tal-kalendarji u jiżgura komunikazzjoni f'waqtha;

ii. Jgħin u jappoġġja lill-Assistent Direttur fil-kumpilizzjoni ta' rapporti, linji gwida, policies, pjanijiet finanzjarji kif meħtieġ għall-funzjonijiet korporattivi, fil-ħin u skont l-iskadenzi;

iii. Isegwi u jimplimenta miżuri approvati skont il-pjan ta' azzjoni rispettiv u jirrapporta dwar il-progress tagħhom;

iv. Jgħin fil-funzjonijiet amministrattivi ġenerali tal-uffiċċju tal-Kura Sekondarja, inkluż appoġġ fil-loġistika kif meħtieġ; akkwist u provvista ta' kwalunkwe rekwiżit ta' uffiċċju, eċċ.;

v. Jgħin fil-kordinazzjoni tal-proċessi u l-ħolqien ta' proċeduri ta' operazzjoni standard biex jiġi żgurat it-tmexxija bla xkiel tal-uffiċċju;

vi. L-iżgurar ta' kollegament effettiv mal-klijenti/partijiet interessati interni u esterni, relazzjonijiet tajba ta' customer care, inkluż mal-Ministeru għas-Saħħa u l-Anzjanità Attiva, uffiċċju tal-finanzi, dipartimenti kliniċi, sezzjonijiet ta' akkwist, pazjenti, fornituri ta' servizzi esterni, unions u segwitu xieraq tax-xogħol kollu li jkun qed isir fuq bażi ta' kuljum, eċċ.;

vii. L-għoti ta' assistenza u appoġġ fl-abbozzar ta' sejħiet għall-applikazzjonijiet u l-espressjoni ta' interessi u segwitu mal-Ministeru għas-Saħħa u l-Anzjanità Attiva kif xieraq u meta meħtieġ;

viii. Jgħin fl-organizzazzjoni u l-kordinazzjoni ta' laqgħat, konferenzi, avvenimenti u laqgħat importanti oħra u jassisti fl-ippjanar tal-avvenimenti minn meta titfassal l-idea inizjali sal-aħħar dettall tal-avvenimenti;

ix. Għajnuna fl-ippjanar tal-loġistika tal-avvenimenti u rekwiżiti oħra relatati ma' konferenzi u avvenimenti inklużi postijiet, trasport u provvisti oħra;

x. Jipprovdi gwida lill-klijenti interni u esterni relatati mal-mandat tal-Kura Sekondarja;

**Duties**

3. The Assistant Manager (Management Support) will assist the Head, and Assistant Director at Secondary Healthcare, towards the achievement of the goals of the management and overall strategy. The functions of the Assistant Manager include:

i. Assists the Assistant Director and the Head in the daily running of the Secondary Healthcare, including organisation of meetings and keeping of calendars and ensuring timely communication;

ii. Assists and support the Assistant Director in the compilation of reports, guidelines, policies, financial plans as required for corporate functions, in a timely manner and according to deadlines;

iii. Follows and implements approved measures in accordance with the respective action plan and reports on their progress;

iv. Assists in the overall administrative functions of Secondary Healthcare including support in logistics as required; procurement and supply of any office requirements, etc.;

v. Assists in the co-ordination of processes and the creation of standard operation procedures to ensure the smooth running of the office;

vi. Ensuring effective liaison with internal and external clients/stakeholders, good customer care relations, including but not limited to the Ministry for Health and Active Ageing (MHA), finance office, clinical departments, procurement sections, patients, external service providers, unions and proper follow up of all the work being carried out on a daily basis, etc.;

vii. Providing assistance and support in the drafting of calls for applications and expression of interests and follow up with MHA accordingly and when required;

viii. Assists in the organisation and co-ordination of meetings, conferences, events and other important meetings and assists in the planning of events from the time that the initial idea is conceived to the events' last detail;

ix. Aids in the planning of event logistics and other requirements related to conferences and events including venues, transport and other supplies;

x. Providing guidance to internal and external customers relating to the remit of Secondary Healthcare;

xi. Ikun profiċjenti fl-użu ta' Microsoft Word, Microsoft Excel, Microsoft Powerpoint;

xii. Iżomm aġġornat mal-Kodiċi tal-Ġestjoni tas-Servizz Pubbliku u r-regolamenti relatati, maħruġa minn żmien għal żmien u juru interess qawwi fl-awtotitjib permezz ta' taħriġ u żvilupp u tagħlim ta' software ġdid meħtieġ meta meħtieġ;

xiii. L-iżgurar tal-ġbir tad-data u ż-żamma sigura tar-rekords f'konformità mar-regolamenti tal-protezzjoni tad-data u regolamenti u leġiżlazzjoni oħra u ż-żamma aġġornata dwar kwalunkwe tibdil relatat;

xiv. Iwettaq kwalunkwe dmir ieħor li jista' jiġi aġġornat biex jissodisfa r-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mill-Head;

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

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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-

xi. Be proficient in the use of Microsoft Word, Microsoft Excel, Microsoft Powerpoint;

xii. Keeping abreast with the Public Service Management Code and related regulations, issued from time to time and show a keen interest in self- improvement through training and development and learning of required new software when required;

xiii. Ensuring data collection and safe keeping of records in line with data protection regulations and other regulations and legislation and keeping up to date on any related changes;

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

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

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) fil-Business Management jew Public Administration jew Management jew Leadership 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-Business Management jew Public Administration jew Management jew Leadership 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 Malti jew Sociology jew Philosophy jew Psychology) 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 Malti jew Sociology jew Philosophy jew Psychology).

*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.

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;

iii. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Business management or Public Administration or Management or Leadership 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, or equivalent*) in Business management or Public Administration or Management or Leadership 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: English or Maltese or Sociology or Philosophy or Psychology) 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 Maltese or Sociology or Philosophy or Psychology).

*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.

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.

(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.

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) 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 (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.

**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-Diviżjoni tal-People Management Division, 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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;

**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 4.3, 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, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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;

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' 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-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 u l-indirizz elettroniku tad-diviżjoni huma (http://health.gov.mt) u (recruitment.health@gov.mt).

Id-9 ta' Awwissu, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

**Post Ta' Manager I 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' Manager I biex iwettaq dmirijiet ta' general management fid-Direttorat tal-Environmental Health fisSaħħa, fi ħdan il-Ministeru għas-Saħħa u l-Anzjanità Attiva.

**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 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.

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

9th August, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

**Post of Manager I 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 Manager I to perform general management duties at Environmental Health Directorate at Health within the Ministry for Health and Active Ageing.

**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.

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 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 degree 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 (€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 in 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 in 2024) 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 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.

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-ispeċjalizzazzjoni, skont il-postijiet vakanti stabbiliti.

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

2.10 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7 (€28,855.98 x €531.17 - €32,043 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 in 2024) after two (2) years of satisfactory service 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 the area of specialisation, in accordance with established vacancies.

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

2.10 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.11 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023 u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Manager I jinkludu li:

i. Jissorvelja l-operat ta kuljum, billi jiżgura effiċjenza u konformità fi ħdan id-Dipartiment;

ii. Imexxi u jaħdem ma' timijiet differenti biex jiżgura li l-pjanijiet tad-Dipartiment kollha jimxu bla xkiel;

iii. Itejjeb il-proċessi interni u jiżviluppa soluzzjonijiet innovattivi għal produttività aħjar;

iv. Jipprovdi soluzzjonijiet għal kwistjonijiet interni u konflitti;

v. Jiżgura li l-impjegati jaħdmu b'mod produttiv u jiżviluppaw professjonalment;

vi. Jippjana, jikkordina u jimmaniġġja l-operazzjonijiet kollha fi ħdan id-Dipartiment biex jinżamm livell għoli ta' sodisfazzjon tal-klijent;

vii. Iżomm skedi ta' żmien tal-proġetti biex jiżgura li l-kompiti jitwettqu b'mod effettiv;

viii. Jipprepara rapporti regolari għall-maniġment superjuri;

ix. Jiżgura li l-mistoqsijiet u l-ilmenti kollha riċevuti jitwieġbu fil-ħin;

2.11 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed;

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager I include:

i. Oversee the day-to-day operation, ensuring efficiency and compliance within the Department;

ii. Leads and works with different teams to ensure all Department's plans run smoothly;

iii. Improves internal processes and develops innovative solutions for better productivity;

iv. Provides solutions to internal issues and conflicts;

v. Ensures employees work productively and develop professionally;

vi. Planning, coordinating, and managing all operations within the department to maintain an elevated level of customer satisfaction;

vii. Maintains projects timelines to ensure tasks are accomplished effectively;

viii. Prepares regular reports for senior management;

ix. Ensures that all queries and complaints received are replied in a timely manner;

x. Jipprovdi assistenza u rakkomandazzjonijiet lill-maniġment superjuri;

xi. Iżomm l-għanijiet u l-politiki tad-dipartiment bħala prijorità, jikkonferma kif xieraq, u jimmedja mas-subordinati biex jintlaħqu l-miri;

xii. Jirrappreżenta lid-Dipartiment fil-laqgħat;

xiii. Jaqdi dmirijiet relatati ma' proġetti speċifiċi li jaqgħu taħt il-mandat tad-Dipartiment;

xiv. Jagħmel użu mis-sistemi tat-teknoloġija tal-informatika li jistgħu jkunu qed joperaw fi ħdan il-Ministeru għas-Saħħa u l-Anzjanità Attiva;

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

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

x. Provides assistance and recommendations to senior management;

xi. Keeps the department`s objectives and policies as priority, complies accordingly, and mediates with subordinates to achieve targets;

xii. Represent the Department at meetings;

xiii. Performs duties related to specific projects falling under the remit of the Department;

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

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 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. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Management Studies jew Public Management jew Business Management jew Project Management jew Public Policy jew Strategic Management jew Quality Assurance Management 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,

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 Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Management Studies or Public Management or Business Management or Project Management or Public Policy or Strategic Management or Quality Assurance Management, 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) 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

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 kwalifka ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

**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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjonijiet**

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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja

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.

**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 4.3, 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, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). The closing date

tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din s-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-diviżjoni huma (http://health.gov.mt) u (recruitment.health@gov.mt).

Id-9 ta' Awwissu, 2024

of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 and email address of the receiving division are (http://health.gov.mt) and (recruitment.health@gov.mt)

9th August, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

**Post ta' Phlebotomist/Phlebotomy Technician 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-post ta' Phlebotomoist/Phlebotomy Technician fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

**Termini u Kundizzjonijiet**

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

2.2 Is-salarju ta' Phlebotomist/Phlebotomy Technician (MQF Level 3) huwa ta' Skala ta' Salarju 14, li fis-sena 2024 huwa ta' €18,538.02 fis-sena, li jiżdied bi €316.83 fis-sena sa massimu ta' €20,439.00.

Persuna fil-grad ta' Phlebotomist/Phlebotomy Technician titla' fi Skala ta' Salarju 13 (€19,867.00 x €335.50 - €21,880.00) wara ħames (5) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti fil-grad ta' Phlebotomist/Phlebotomy Technician.

Phlebotomist/Phlebotomy Technician (Livell 3 tal-MQF) li jiksbu b'suċċess kwalifika fil-Livell 4 tal-MQF rilevanti fil-qasam tax-xogħol tagħhom kif determinat mill-maniġment minn żmien għal żmien, għandhom jitqiegħdu fi Skala ta' Salarju 13 bħala Phlebotomist/Phlebotomy Technician (Livell 4 tal-MQF) mid-data tal-kisba ta' tali kwalifika rilevanti u għandhom ikomplu jipprogressaw skont id-dispożizzjonijiet stipulati fl-istess ftehim.

2.3 Is-salarju ta' Phlebotomist/Phlebotomy Technician (MQF Level 4) 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.

Persuna fil-grad ta' Phlebotomist/Phlebotomy Technician titla' fi Skala ta' Salarju 12 (€21,236.00 x €354 - €23,360.00) wara ħames (5) snin servizz fil-grad ful-time jew ekwivalenti, jekk tkun qdiet dmirha b'mod sodisfaċenti fil-grad ta' Phlebotomist/Phlebotomy Technician.

Phlebotomists/Phlebotomy Technicians (Livell 4 tal-MQF) li jiksbu b'suċċess kwalifika fil-Livell 5 tal-MQF, jew bħala kwalifika sħiħa jew li jiksbu kretti addizzjonali li jirriżultaw fil-kisba ta' kwalifika fil-Livell 5 tal-MQF, rilevanti għall-qasam tax-xogħol tagħhom kif determinat mill-maniġment minn żmien għal żmien, għandhom

MINISTRY FOR HEALTH AND ACTIVE AGEING

**Post of Phlebotomist/Phlebotomy Technician 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 post of Phlebotomist/Phlebotomy Technician in the Ministry for Health and Active Ageing.

**Terms and Conditions**

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

2.2 The salary for the post of Phlebotomist/Phlebotomy Technician (MQF Level 3) is Salary Scale 14, which in the year 2024 is €18,538.02 rising by annual increments of €316.83 up to a maximum of €20,439.00 per annum.

A Phlebotomist/Phlebotomy Technician will progress to Scale 13 (€19,867.00 x €335.50 - €21,880.00) on completion of five (5) years full time or equivalent satisfactory service in the grade of Phlebotomist/Phlebotomy Technician.

A Phlebotomist/Phlebotomy Technician (MQF Level 3) who successfully attain an MQF Level 4 qualification relevant to their area of work as determined by management from time to time, shall be placed in Salary Scale 13 as Phlebotomist/Phlebotomy Technician (MQF Level 4) from the date of their attainment of such relevant qualification and shall continue to progress as per provisions stipulated in the same agreement.

2.3 The salary for the post of Phlebotomist/Phlebotomy Technician (MQF Level 4) is Salary Scale 13, which in the year 2024 is €19,867.00 rising by annual increments of €335.50 up to a maximum of €21,880.00 per annum.

A Phlebotomist/Phlebotomy Technician will progress to Scale 12 (€21,236.00 x €354 - €23,360.00) on completion of five (5) years full-time or equivalent satisfactory service in the grade of Phlebotomist/Phlebotomy Technician.

A Phlebotomist/Phlebotomy Technician (MQF Level 4) who successfully obtains an MQF Level 5 qualification, either as a full qualification or who obtain additional extra credits resulting in the attainment of an MQF Level 5 qualification, relevant to their area of work as determined by management from time to time, shall be placed in Salary

jitqiegħdu fi Skala ta' Salarju 12 bħala Phlebotomist/Phlebotomy Technician (Livell 5 tal-MQF) mid-data tal-kisba ta' tali kwalifika rilevanti u għandhom ikomplu jiprogressaw 'il quddiem skont id-dispożizzjonijiet stipulati fl-istess ftehim.

2.4 Is-salarju ta' Phlebotomist/Phlebotomy Technician (MQF Level 5) huwa ta' Skala ta' Salarju 12, li fis-sena 2024 huwa ta' €21,236.00 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €23,360.00.

Persuna fil-grad ta' Phlebotomist/Phlebotomy Technician titla' fil-grad ta' Senior Phlebotomist/Senior Phlebotomy Technician fi Skala ta' Salarju 10 (€24,085.98 x €407.67 - €26,532.00) wara ħames (5) snin servizz fil-grad full-time jew ekwivalenti, jekk tkun qdiet dmirha b'mod sodisfaċenti fil-grad ta' Phlebotomist/Phlebotomy Technician.

2.5 Phlebotomist/Phlebotomy Technician li jiksbu kwalifika fil-Livell 6 tal-MQF rilevanti għall-qasam tax-xogħol tagħhom kif determinat mill-maniġment minn żmien għal żmien, għandhom jitqiegħdu immedjatament fi Skala ta' Salarju 10 bħala Senior Phlebotomist/Senior Phlebotomy Technician.

2.6 Mal-ħatra, Phlebotomists/Phlebotomy Technicians huma obbligati li jsegwu kors ta' taħriġ intern li jappartjeni għall-grad tagħhom.

2.7 Persuna maħtura tkun intitolata għal tali benefiċċji oħra u suġġetta għal kundizzjonijiet u obbligi oħra bħal dawn li jista' jiġi stipulat f'kull ftehim pertinenti bejn il-Gvern u l-union kompetenti.

2.8 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.9 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti

Scale 12 as Phlebotomist/Phlebotomy Technician (MQF Level 5) from the date of their attainment of such relevant qualification and shall continue to progress as per provisions stipulated in the same agreement

2.4 The salary for the post of Phlebotomist/Phlebotomy Technician (MQF Level 5) is Salary Scale 12, which in the year 2024 is €21,236.00 rising by annual increments of €354 up to a maximum of €23,360.00 per annum.

A Phlebotomist/Phlebotomy Technician will be promoted to the grade of Senior Phlebotomist/Senior Phlebotomy Technician in Scale 10 (€24,085.98 x €407.67 - €26,532.00 per annum) on completion of five (5) years full-time or equivalent satisfactory service in the grade of Phlebotomist/Phlebotomy Technician.

2.5 A Phlebotomist/Phlebotomy Technician who obtain an MQF Level 6 qualification relevant to their area of work as determined by management from time to time, shall be placed immediately in Salary Scale 10 as Senior Phlebotomist/Senior Phlebotomy Technician.

2.6 On employment, Phlebotomists/Phlebotomy Technicians are obliged to follow an in-house training course pertaining to their grade.

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

2.8 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.9 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to

rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3.1 Id-dmirijiet għal dan il-post ta' Phlebotomist/Phlebotomy Technician jinkludu li:

i. Jaqra r-rikjesti tal-persuna klinika u jidentifika l-kontenituri xierqa tal-kampjuni li huma meħtiega għat-testijiet li ġew mitluba;

ii. Jiġbor kampjuni tad-demm li jinkludu Blood Cultures mingħand pazjenti fil-kontenituri xierqa u jittikkettja l-kampjuni mod korrett;

iii. Juża s-sistema tal-IT tal-isptar/faċilità għall-kura biex jara u jirrikonoxxi r-rikjesti għal venepuncture u jipprintja t-tikketti meħtieġa u d-dokumentazzjoni tagħhom;

iv. Iwettaq b'mod preċiż venepunctures u skin punctures, jassigura kampjuni xierqa għall-itestjar (eż. jevita haemolysis), kif ukoll josserva l-prekawzjonjiet tas-sigurtà kollha neċessarji;

v. Iwassal l-ispecimens lil-laboratory reception kemm jista' jkunu malajr wara li jinġabru;

vi. Iwettaq dmirijiet f'oqsma kliniċi differenti kif assenjat u ddeterminat skont l-esiġenzi tas-servizz;

vii. Iwettaq kors ta' taħriġ in-house stabbilit mid-Dipartiment tal-Patoloġija;

viii. Jagħmel użu mis-sistemi tat-teknoloġija tal-informatika li jkunu qed jintużaw fil-Ministeru għas-Saħħa u l-Anzjanità Attiva;

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

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

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.

ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3.1 The job duties for the post of Phlebotomist/Phlebotomy Technician include:

i. Reads the clinician's requests and identifies the proper specimen bottles needed for the tests requested;

ii. Collects blood specimens including Blood Cultures from the patients into the appropriate containers and labels the specimens correctly;

iii. Uses the hospital/care facility IT system to view and acknowledge requests for venepuncture and prints the required labels and documentation thereof;

iv. Accurately performs venepunctures and skin punctures, ensures proper specimens for testing (e.g. avoiding haemolysis), as well as observes all the necessary safety precautions;

v. Transports the specimens to the laboratory reception as soon as possible after collection;

vi. Carries out duties in different clinical areas as assigned and determines by the exigencies of the service;

vii. Undertakes an established in-house training course provided by the Department of Pathology;

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

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

x. Aany other relevant duties as directed by the Principal Permanent Secretary.

3.2 An appointee may be required to perform duties in any of the services of the Government of Malta 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 b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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;

**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 the English languages;

U

iii. fil-pussess ta' kwalifika rilevanti fil-Livell 3 tal-MQF, jew kwalifika komparabbli minn istituzzjoni rikonoxxuta;

JEW

iv. fil-pussess ta' kwalifika fil-Livell 4 tal-MQF fil-Health Sciences jew kwalifika komparabbli oħra minn istituzzjoni rikonoxxuta;

JEW

v. fil-pussess ta' Diploma fil-Livell 5 tal-MQF f'Health Practice jew kwalifika komparabbli oħra minn istituzzjoni rikonoxxuta.

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

AND

iii. in possession of a relevant MQF level 3 qualification or a comparable qualification from a recognised institution;

OR

iv. in possession of an MQF Level 4 qualification in Health Sciences or other comparable qualification from a recognised institution;

OR

v. in possession of an MQF Level 5 Diploma in Health Practice or other comparable qualification from a recognised institution.

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

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.

**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-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT1171,

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

**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 People Management Division, Ministry for Health and Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the online Government

permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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 VLT1171. 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).

Id-9 ta' Awwissu, 2024

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). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 (https://health.gov.mt) and (recruitment.health@gov.mt).

9th August, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

**Pożizzjoni ta' Chairperson Kliniku (Kura tas-Saħħa Primarja) fil-Kura tas-Saħħa Primarja 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-pożizzjoni ta' Chairperson Kliniku (Kura tas-Saħħa Primarja) fil-Kura tas-Saħħa Primarja, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

**Tul tal-Assenjament u Kundizzjonijiet**

2.1 Persuna magħżula tidħol f'assenjament ta' ħames (5) snin bħala Chairperson Kliniku fil-Kura tas-Saħħa Primarja.

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

2.3 Peress li din hi pożizzjoni marbuta ma' żmien fiss, il-pożizzjoni ta' Chairperson Kliniku tikkostitwixxi raġuni oġġettiva li taqa' taħt Regolament 7 (4) tal-Liġi Sussidjarja 452.81 intitolat u għaldaqstant dan jikkostitwixxi raġuni oġġettiva skont ir-'Regolamenti dwar Kuntratti ta' Servizz għal Żmien Fiss'.

2.4 Kemm Principal General Practitioner fuq Kuntratt A jew Kuntratt B huma eliġibbli li japplikaw u huwa d-dmir tal-bord tal-għażla li jagħżel lill-kandidat l-aktar adatt biex jimla l-pożizzjoni. Madankollu, mal-ħatra, il-persuna maħtura tkun mitluba li preferibbilment taqleb għall-Kuntratt A jekk tkun qed taħdem fuq Kuntratt B.

2.5 Kwalunkwe persuna maħtura Chairperson Kliniku u li ma jkollhiex pożizzjoni permanenti ta' Principal General Practitioner tiġi maħtura Principal General Practitioner ipso facto.

2.6 Persuna li tkun uffiċjal pubbliku li jkollha pożizzjoni ta' Chairperson Kliniku fuq bażi kuntrattwali għal żmien definit, terġa' lura għall-grad ta' Principal General Practitioner mat-tkomplija jew tmiem tal-kuntratt tagħha, dment li uffiċjal li jaqdi dmirijiet bi kredibbiltà bħala Chairperson għal żewġ (2) termini sħaħ jitpoġġa fuq bażi personali fuq skala ta' salarju li hi immedjatament ogħla mill-iskala tas-salarju sustantiv tiegħu/tagħha.

2.7 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni li għalih saret l-applikazzjoni.

MINISTRY FOR HEALTH AND ACTIVE AGEING

**Position of Clinical Chairperson (Primary Health Care) at the Primary HealthCare in the Ministry for Health and Active Ageing**

*Nomenclatures denoting the male gender include also the female gender.*

The Director General (People Management), Ministry for Health and Active Ageing, invites applications for the position of Clinical Chairperson (Primary HealthCare) at the Primary HealthCare in the Ministry for Health and Active Ageing.

**Duration of Assignment and Conditions**

2.1 A selected candidate will enter into a five (5) year assignment as a Clinical Chairperson (Primary HealthCare) in the Ministry for Health and Active Ageing.

2.2 The position of Clinical Chairperson (Primary HealthCare) is subject to a probationary period of one (1) year.

2.3 Since this is a position on a fixed term, the position of Clinical Chairperson (Primary HealthCare) constitutes an objective reason which falls under Regulation 7(4) of Subsidiary Legislation 452.81 entitled 'Contracts of Service for a Fixed Term Regulations'.

2.4 Both Principal General Practitioners on Contract A or Contract B are eligible to apply, and it is the duty of the selection board to choose the most appropriate candidate to fill the position. However, upon appointment, the selected person shall be requested to preferably revert to Contract A if he/she is a Contract B holder.

2.5 Any person appointed Clinical Chairperson who does not hold a permanent Principal General Practitioner post shall ipso facto be appointed Principal General Practitioner.

2.6 A public officer holding the position of Clinical Chairperson (Primary HealthCare) who is on a contractual basis for a definite period shall revert to the Principal General Practitioner grade upon completion or termination of his/her term of the contract, provided that an officer who performs creditably as a Chairperson for two (2) full terms shall be placed, on a personal basis, on the salary scale which is immediately higher than the scale of his/her substantive grade.

2.7 Selected candidates must be of conduct which is appropriate to the position applied for. Prior to appointment,

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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.2.5

2.8 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat,C tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Il-kandidat/i magħżul/a jkun/u meħtieġ/a jimla/jimlew id-Dikjarazzjoni disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)), peress li din il-kariga/pożizzjoni (i) hija fi skala ta' salaraju 5 jew ogħla.

**Salarju Marbut mal-Pożizzjoni**

3. Is-salarju marbut mal-pożizzjoni ta' Chairperson Kliniku huwa ekwivalenti għal Skala ta' Salarju 3 li fis-sena 2024 huwa €43,542.00.

**Dmirijiet**

4.1 Flimkien ma' kwanunkwe dmirijiet li jappartjenu għall-grad ta' Principal General Practitoiner (inkluż dmirijiet kliniċi), id-dmirijiet ta' persuna fil-ħatra ta' Chairperson Kliniku fil-Kura tas-Saħħa Primarja jinkludu li:

i. Imexxi s-servizzi kliniċi fil-Kura tas-Saħħa Primarja inkluż servizzi mediċi, farmaċewtiċi u tal-Allied Healthcare, u jirrispondi direttament lill-Kap Eżekuttiv Ewlieni (Kura tas-Saħħa Primarja);

ii. Imexxi b'mod dinamiku lill-Kura tas-Saħħa Primarja fl-attivitajiet kollha tagħha, u jestendi sapport għat-tagħlim, taħriġ in-service u programmi ta' riċerka ta' qabel u ta' wara l-gradwazzjoni;

iii. Jipprovdi parir lill-Uffiċjal Mediku Ewlieni dwar materji relatati ma' żvilupp ta' servizz ġdid, entitlement,

selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.8 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

The selected candidate/s will be required to fill in the Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)), since this post/position (i) is in salary scales 5 or higher.

**Salary Pegged to the Position**

3. The Salary attached to the position of Clinical Chairperson is equivalent to Salary Scale 3 which in the year 2024 is €43,542.00.

**Duties**

4.1 Together to any other duties pertaining to the grade of Principal General Practitioner (including clinical duties), the duties of Clinical Chairperson (Primary HealthCare) include:

i. Heading the clinical services within the Primary Healthcare including medical, pharmaceutical and allied healthcare services and will be directly accountable to the Chief Executive Officer (Primary Healthcare);

ii. Dynamically leading the Primary Healthcare in all its activities, and extending support for undergraduate and postgraduate teaching, in-service training and research programmes;

iii. Providing advice to the Chief Medical Officer on matters relating to new service development, entitlement,

ippjanar tal-workforce u materji oħra ta' rilevanza strateġika għas-servizz nazzjonali tas-saħħa;

iv. Ikun responsabbli għall-ġestjoni u amministrazzjoni tas-servizzi kliniċi fil-Kura tas-Saħħa Primarja u jkun meħtieq li jikkordina mill-qrib fuq bażi regolari mal-uffiċjal/i anzjan/i responsabbli mill-impjegati l-oħra kliniċi u amministrattivi li jiffurmaw parti minn dak id-dipartiment kliniku biex jassigura tmexxija bla xkiel tas-servizzi kollha fi ħdan ethos interdixxiplinarju.

v. Ikun responsabbli li jassigura konsultazzjoni klinika u servizz ta' kollaborazzjoni lill-kollegi l-oħra kollha kif ukoll lill-isptarijiet, aġenziji, organizzazzjonijiet governattivi u mhux governattivi fuq matarji li jappartjenu għall-Kura tas-Saħħa Primarja;

vi. Ikun responsabbli li jiżjura l-ogħla livell possibbli ta' kura tal-pazjent fi ħdan id-dipartiment tiegħu, b'attenzjoni speċjali għall eżattezza, timeliness u kontinwità tal-kura;

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

viii. Iwettaq kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

ix. Iwettaq kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

4.2 Aktar dettalji dwar id-dmirijiet marbuta ma' din il-pożizzjoni 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).

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

workforce planning and other matters of strategic relevance for the national health service;

iv. Being responsible for the management and administration of clinical services in the Primary Healthcare and will be required to liaise closely on a regular basis with the senior officer/s responsible for other clinical and administrative staff forming part of that clinical department so as to ensure smooth delivery of all service within an interdisciplinary ethos;

v. Being responsible for ensuring a clinical consultancy and liaison service to other clinical colleagues as well as to hospitals, agencies, government and non-governmental organizations on matters pertaining to Primary Healthcare;

vi. Being responsible to ensure the highest possible level of patient care within his/her department, with special attention to appropriateness, timeliness, and continuity of care;

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

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

ix. Carries out any other duties as directed by the Principal Permanent Secretary.

4.2 Further details of the job description for 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 also be contacted by email to (recruitment.health@gov.mt).

**Eligibility Requirements**

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

i. a. citizens of Malta; or

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

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

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

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.

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

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

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

(iii) (a) ikollhom Ċertifikat ta' Tlestija tat-Taħriġ ta' Speċjalist (CCST) maħruġ mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta għall-ispeċjalità rilevanti li turi li l-applikant temm tali taħriġ speċjalizzat li jista' ikun preskritt għall-Mediċina tal-Familja; jew

(b) ikollhom kwalifika ta' speċjalist ekwivalenti għas-CCST għall-Mediċina tal-Familja li tkun maħruġa mill-

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) must be proficient in the Maltese and English languages.

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

i. listed in the Specialist Register of Family Medicine kept by the Medical Council of Malta; or

ii. approved for inclusion in the Specialist Register of Family Medicine kept by the Medical Council of Malta; or

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

(b) in possession of a specialist qualification equivalent to the CCST for Family Medicine which is issued by the

awtorità kompetenti fi Stat Membru ieħor tal-Unjoni Ewropea, kif imniżżel f'parti 1 (b) tat-Tieni Skeda tal-Att dwar il-Professjonijiet tas-Saħħa ta' Malta; jew (c) ikollhom kwalunkwe kwalifika oħra ta' speċjalist dment li din tkun akkumpanjata b'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 fil-Mediċina tal-Familja.

5.3 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom aktar minn hekk ikollhom ħames (5) snin esperjenza full-time bħala Speċjalisti fil-Mediċina tal-Familja. Qed jiġi hawnhekk iċċarat li l-esperjenza ta' speċjalist titqies li ma tibdiex qabel id-data tar-reġistrazzjoni fir-Reġistru għall-Ispeċjalisti miżmum mill-Kunsill Mediku ta' Malta, jew reġistrazzjoni ekwivalenti li tkun maħruġa mill-awtorità kompetenti fi Stat Membru ieħor tal-Unjoni Ewropea. Qed jiġi ċċarat ukoll aktar minn hekk li meta l-esperjenza tkun miksuba fuq bażi part-time jew fuq inqas minn 40 siegħa fil-ġimgħa, din tkun rikonoxxuta fuq bażi prorata.

5.4 L-applikanti magħżula eliġibbli taħt paragrafu 5.2 (iii)(b) u paragrafu 5.2 (iii)(c) hawn fuq iridu jkunu mniżżla fir-Reġistru għall-Ispeċjalisti miżmum mill-Kunsill Mediku ta' Malta u għandhom ukoll ikunu rreġistrati bis-sħiħ mal-Kunsill Mediku ta' Malta qabel il-ħatra.

5.5 Kandidati li japplikaw skont it-termini ta' paragrafu 5.2 (iii) (b) u paragrafu 5.2 (iii)(c) hawn fuq iridu jiksbu dikjarazzjoni ta' rikonoxximent mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta li tikkonferma li l-kwalifiki tagħhom jistgħu jitqiesu bħala edwivalenti għaċ-Ċertifikat ta' Tlestija tat-Taħriġ ta' Speċjalist (CCST) maħruġ mill-Kumitat għall-Addreditazzjoni ta' Speċjalisti ta' Malta. F'każ ta' kwalunkwe diffikultà, il-parir tal-Kumitat għall-Addreditazzjoni ta' Speċjalisti ta' Malta għandu jkun imfittex.

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

5.6 Kandidati li japplikaw skont it-termini ta' paragrafu 5.2 (iii)(b) jew paragrafu 5.2 (iii)(c) hawn fuq, u li jkunu meħtieġa jippreżentaw dikjarazzjoni mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti kif speċifikat f'paragrafu 5.5 għandhom jinkludu kopja ta' dik id-dikjarazzjoni mal-aplikazzjoni u jippreżentaw l-oriġinali waqt l-intervista. Kandidati mhux fil-pussess ta' din id-dikjarazzjoni meħtieġa xorta jistgħu japplikaw, dment li jissottomettu kopja tad-dikjarazzjoni hekk kif din tkun għad-dispożizzjoni tagħhom u fi kwalunkwe każ mhux aktar tard mid-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet. Applikanti li jonqsu milli jippreżentaw id-dikjarazzjoni

competent authority in another EU Member State, as listed in Part 1b of the Second Schedule of the Healthcare Professions Act of Malta; or (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 Family Medicine.

5.3 By the closing time and date of this call for applications, applicants must furthermore have five (5) years full time experience as a Specialist in Family Medicine. 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 that 40 hours per week, is reckoned on a pro-rata basis.

5.4 Successful candidates eligible under paragraph 5.2 (iii)(b) and paragraph 5.2(iii)(c) above must be listed in the relevant specialist Register kept by the Medical Council of Malta and must also be fully registered with the Medical Council of Malta before appointment.

5.5 Candidates applying in terms of paragraph 5.2 (iii)(b) and paragraph 5.2 (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 should 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).

5.6 Candidates applying in terms of paragraph 5.2 (iii)(b) or paragraph 5.2 (iii)(c) above and who are required to present a statement by the Specialist Accreditation Committee as specified in paragraph 5.5 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

meħtieġa fi żmien il-perjodu ta' xahar għal raġunijiet lil hinn mill-kontroll tagħhom jistgħu jitolbu għal estensjoni ta' din il-limitu ta' żmien sa xahar ieħor mill-Kap tad-Dipartiment li qed tilqa' l-applikazzjonijiet, u jindikaw b'mod ċar ir-raġunijiet għal dan id-dewmien. Talbiet għal estensjoni lil hinn minn dan il-perjodu għandhom jiġu sottomessi għall-konsiderazzjoni tal-Kummissjoni dwar is-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.

**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 5.6 għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjoni**

8.1 8.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-People Management Division, Ministeru għal 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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.

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.

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.

**Submission of Supporting Documents**

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

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

**Selection Procedures**

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

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.6 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 completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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 tall-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, numru tal-fax u l-indirizz elettroniku tad-Diviżjoni huma (https://sahha.gov.mt), +356 22992604 u (recruitment.health@gov.mt).

Id-9 ta' Awwissu, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

**Pożizzjoni ta' Konsulent Pedjatra b'interess speċjali fin-Nefroloġija Pedjatrika fuq Bażi Locum fid-Dipartiment tas-Saħħa tat-Tfal u Adolexxenti, 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

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 and time of this call for applications, 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 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://health.gov.mt), +356 22992604 and (recruitment.health@gov.mt).

9th August, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

**Position of Consultant Paediatrician with special interest in Paediatric Nephrology on Locum Basis in the Department of Child and Adolescent Health 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

għall-pożizzjoni ta' Konsulent Pedjatra b'interess speċjali fin-Nefroloġija Pedjatrika fuq Bażi Locum fid-Dipartiment tas-Saħħa tat-Tfal u Adolexxenti, fl-Isptar Mater Dei, fil-Ministeru għas-Saħħa un Anzjanità Attiva.

**Tul tal-Assenjament u Kundizzjonijiet**

2.1 Persuna magħżula tidħol f'assenjament ta' tliet (3) snin li jiġġedded kull sena bħala Konsulent Pedjatra b'interess speċjali fin-Nefroloġija Pedjatrika fuq bażi locum fid-Dipartiment tas-Saħħa tat-Tfal u Adolexxenti fl-Isptar Mater Dei fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

2.2 Il-pożizzjoni ta' Konsulent Pedjatra b'interess speċjali fin-Nefroloġija Pedjatrika fuq bażi locum hija suġġetta għal perjodu ta' prova ta' tliet (3) xhur.

2.3 Peress li din hi pożizzjoni time-barred, il-pożizzjoni ta' Konsulent Pedjatra b'interess speċjali fin-Nefroloġija Pedjatrika fuq Bażi Locum tikkostitwixxi raġuni oġġettiva li taqa' taħt Regolament 7(4) tal-Liġi Sussidjarja 452.81 intitolat skont ir-'Regolamenti dwar Kuntratti ta' Servizz għal Żmien Fiss'.

2.4 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.5 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023 u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu storja ta' impjieg mill-Jobsplus mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Il-kandidat/i magħżul/a jkun/u meħtieġ/a jimla/jimlew id-Dikjarazzjoni disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)), peress li din il-kariga/pożizzjoni (i) hija fi skala ta' salarju 5 jew ogħla.

position of Consultant Paediatrician with special interest in Paediatric Nephrology in the Department of Child and Adolescent Health at Mater Dei Hospital, 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 renewable annually as a Consultant Paediatrician with special interest in Paediatric Nephrology on Locum Basis in the Department of Child and Adolescent Health at Mater Dei Hospital in the Ministry for Health and Active Ageing.

2.2 The position of Consultant Paediatrician with special interest in Paediatric Nephrology on Locum Basis is subject to a probationary period of three (3) months.

2.3 Since this is a position time-barred, the position of Consultant Paediatrician with special interest in Paediatric Nephrology on Locum Basis constitutes an objective reason which falls under Regulation 7 (4) of Subsidiary Legislation 452.81 entitled 'Contracts of Service for a Fixed Term Regulations'.

2.4 Selected candidates must be of conduct which is appropriate to the position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.5 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023 and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a Jobsplus employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

The selected candidate/s will be required to fill in the Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)), since this post/position (i) is in salary scales 5 or higher.

**Salarju Marbut mal-Pożizzjoni**

3.1 Is-salarju marbut mal-pożizzjoni ta' Konsulent Pedjatra b'interess speċjali fin-Nefroloġija Pedjatrika fuq Baži Locum huwa ekwivalenti għal Skala ta' Salarju 4, li fis-sena 2024 hija ekwivalenti għal €40,145.00 fis-sena.

3.2 Qed jiġi nnutat li s-salarju għall-pożizzjoni ta' Konsulent Pedjatra b'interess speċjali fin-Nefroloġija Pedjatrika fuq Baži Locum huwa supplimentat b' allowances kif speċifikat fil-ftehim settorjali fis-seħħ iffirmat bejn il-Gvern ta' Malta u l-Assoċjazzjoni Medika ta' Malta (MAM) li jirrendi s-salarju kompetittiv. Talbiet għal aktar informazzjoni rigward il-pakkett ta' remunerazzjoni jew kundizzjonijiet oħra tax-xogħol jistgħu jiġu sottomessi fuq (recruitment.health@gov.mt).

**Dmirijiet**

4.1 Id-dmirijiet għal dan il-post ta' Konsulent Pedjatra b'interess speċjali fin-Nefroloġija Pedjatrika jinkludu li:

i. Jipprovdi l-ogħla standards ta' kura bbażata fuq l-evidenza fil-ġestjoni tat-trabi tat-twelid, it-tfal u l-adolexxenti bħala in-patients, out-patients u każijiet tal-ġurnata b'mard tal-kliewi kemm akut kif ukoll kroniku inklużi anomaliji konġenitali tal-kliewi, sindromu nefrotiku u glomerulopatiji oħra, pressjoni għolja, vaskulite, disturbi tubulari, metaboliċi u tal-ġebel, kwistjonijiet tal-bużżieqa tal-awrina, korriment akut tal-kliewi u mard kroniku tal-kliewi;

ii. Jipprovdi kura esperta għal tfal bi trapjant tal-kliewi u jwettaq dijaliżi peritoneali akuta u kronika u emodijafiltrazzjoni skont il-ħtieġa;

iii. Jipprovdi appoġġ lil pedjatri konsulenti oħra u kirurgi pedjatriċi fil-kura ta' tfal bi problemi fil-kliewi u fil-bużżieqa tal-awrina;

iv. Ikun responsabbli għal dħul ta' emerġenza, konsultazzjonijiet fis-swali, pariri bit-telefown (inkluż lill-pedjatri konsulenti li jaħdmu f'Għawdex) u każijiet ta 'matul il-jum għal tfal b'mard renali;

v. Iwettaq dmirijiet on-call għall-Pedjatrija Ġenerali flimkien mal-konsulenti l-oħra kollha, fid-Dipartiment tas-Saħħa tat-Tfal u Adolexxenti u jipprovdi l-ogħla kwalità ta' kura lit-tfal li jiddaħħlu waqt l-on-call inkluż follow-up xieraq;

vi. Jagħmel out-patient u kliniċi ta' każijiet tal-ġurnata fil-Pedjatrija Ġenerali kif isir mill-Konsulenti Pedjatriċi l-oħra kollha b'interess speċjali fi speċjalitajiet oħra;

**Salary Pegged to the Position**

3.1 The Salary attached to the position of Consultant Paediatrician with special interest in Paediatric Nephrology on Locum Basis is equivalent to Salary Scale 4, which in the year 2024 is equivalent to €40,145.00 per annum.

3.2 It is being noted that the salary for the position of Consultant Paediatrician with special interest in Paediatric Nephrology on Locum Basis 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) which renders the salary competitive. Requests for further information regarding the remuneration package or other working conditions may be submitted on (recruitment.health@gov.mt).

**Duties**

4.1 The job duties for the position of Consultant Paediatrician with special interest in Paediatric Nephrology include:

i. Provides the highest standards of evidence based care in managing neonates, children and adolescents as inpatients, outpatients and day cases with both acute and chronic kidney disease including congenital renal anomalies, nephrotic syndrome and other glomerulopathies, hypertension, vasculitis, tubular, metabolic and stone disorders, bladder issues, acute kidney injury and chronic kidney disease;

ii. Provides expert care for children with a renal transplant and performs acute and chronic peritoneal dialysis and haemodiafiltration as required;

iii. Provides support to other consultant paediatricians and paediatric surgeons in caring for children with renal and bladder problems;

iv. Be responsible for emergency admissions, ward consultations, telephone advice (including to consultant paediatricians working in Gozo) and day cases for children with renal disease;

v. Carry out on-call duties for General Paediatrics together with all other consultants, within the Department of Child and Adolescent Health and provide highest quality of care to children admitted during the on-call including appropriate follow up;

vi. Carry out outpatient and day case clinics in General Paediatrics as performed by all other Consultant Paediatricians with special interest in other specialties;

vii. Jipprovdi kopertura fuq il-post mit-8.00 a.m. sat-8.00 p.m. waqt l-on-calls u kopertura off-site on-call mit-8.00 p.m. sat-8.00 a.m. iżda jista' jkun meħtieġ jattendi lill-pazjenti tfal fuq il-post skont il-kundizzjoni klinika tagħhom;

viii. Jikkollabora u jaqsam ir-responsabbiltajiet mal-kollegi li jmexxu l-ġestjoni tad-dipartiment minn jum għal jum u jipparteċipa b'mod attiv u jikkontribwixxi għal timijiet multidixxiplinarji;

ix. Jgħallem, iħarreġ u jissorvelja junior staff fil-livelli postgraduate kif ukoll undergraduate fi ħdan id-dipartiment;

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

xi. Iwettaq servizzi u jagħmel xogħol li l-Clinical Chairperson tad-Dipartiment tas-Saħħa tat-Tfal u Adolexxenti jista' jiddelegalu, skont il-ħtieġa;

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

xiii. Iwettaq kull dmir ieħor kif ordnat mis-Segretarju Permanenti Ewlieni.

Aktar dettalji dwar id-dmirijiet marbuta ma' din il-pożizzjoni 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).

4.2 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.

**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

vii. Provides on site cover from 8.00 a.m. until 8.00 p.m. during on-calls and off-site on call cover from 8.00 p.m. to 8.00 a.m. but may be required to attend to children on site depending on their clinical condition;

viii. Liaises and shares responsibilities with colleagues who run the day to day management of the department and actively participates and contributes to multi-disciplinary teams;

ix. Teaches, trains and supervises junior staff at postgraduate as well as undergraduate levels within the department;

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

xi. Delivers services and undertakes tasks which the Clinical Chairperson of the Department of Child and Adolescent Health may delegate to him, as may be required;

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.

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).

4.2 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.

**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

b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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.

Applikazzjonijiet jigu wkoll ikkunsidrati minn kandidati li huma ċittadini ta' pajjizi terzi u li ma jissodisfawx il-kriterji imsemmija f'paragrafu 5.1(i), dment li jissodisfaw ir-rekwiżiti imsemmija f'paragrafi 5.1(ii) sa 5.6. Il-ħatra ta' tali kandidati teħtieġ il-ħruġ ta' liċenzja tax-Xogħol f'dawk il-kazijiet fejn hija mehtieġa skont l-Att dwar l-Immigrazzjoni u leġizlazzjoni sussidjarja.

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

Qed jiġi hawnhekk innutat li kandidati li mhumiex profiċjenti fil-lingwa Maltija jistgħu xorta jiġu kkunsidrati sakemm il-kandidati magħżula jipprovdu evidenza ta' profiċjenza bażika fil-lingwa Maltija fi żmien sena (1) mill-ingaġġ, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 and Part 2 tal-Università ta' Malta. Il-kors li uffiċjalment għal dan l-eżami

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.

Applications will also be considered from candidates who are third country nationals and do not satisfy the criteria set out in paragraph 5.1(i), provided that they satisfy the requirements stated in paragraphs 5.1(ii) to 5.6. The appointment of such candidates would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation.

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

It is hereby being noted that candidates who are not able to communicate in the Maltese Language may still be considered as long as the selected candidate provides evidence of basic proficiency in the Maltese language within one (1) year of engagement by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 and Part 2 of the University of Malta. The

huwa l-Course in Basic Medical Maltese for the Health Care Profession Part 1 u Part 2 immexxi mid-Dipartiment tal-Malti tal-Università ta' Malta. Konsulenti li ma jkunux kisbu dan iċ-ċertifikat fiż-żmien ta' prova, jingħataw estensjoni ta' darba biex jiksbu b'suċċess dan iċ-ċertifikat. Kwalunkwe ħlas relatat mal-kors jew assessjar tiegħu jridu jiġu mħallsa mill-kandidati prospettivi magħżula. Madanakollu, tali spejjeż jistgħu jintalbu lura permezz tal-Continuous Medical Education Scheme (CME).

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

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

i. ikollhom isimihom imniżżel fir-Reġistri għall-Ispeċjalisti kemm f'tal-Pedjatrija u kif ukoll f'tan-Nefroloġija Pedjatrika miżmuma mill-Kunsill Mediku ta' Malta; jew

ii. ikunu approvati li isimihom jitniżżel fir-Reġistri għall-Ispeċjalisti kemm f'tal-Pedjatrija u kif ukoll f'tan-Nefroloġija Pedjatrika miżmuma mill-Kunsill Mediku ta' Malta; jew

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 kemm għall-Pedjatrija u kif ukoll għan-Nefroloġija Pedjatrika; jew

(b) ikollhom kwalifika ta' speċjalist ekwivalenti għas-CSST kemm għall-Pedjatrija u kif ukoll għan-Nefroloġija Pedjatrika, li jkunu 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

(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 kwalifiki/esperjenza huma suffiċjenti sabiex tabib ikun irreġistrat mal-Kunsill Mediku ta' Malta bħala Speċjalist kemm fil-Pedjatrija u kif ukoll fin-Nefroloġija Pedjatrika.

5.3 Persuna magħżula li tkun eliġibbli taħt paragrafu 5.2 (iii) (b) u paragrafu 5.2 (iii) (c) hawn fuq trid tkun imniżżla fir-Reġistru għall-Ispeċjalisti miżmum mill-Kunsill Mediku

course officially leading to this examination is the Course in Basic Medical Maltese for the Healthcare Profession Part 1 and Part 2 run by the Department of Maltese of the University of Malta. Consultants who would have not obtained this certification within the probationary period, will be given a one time extension to successfully obtain this certification. Any related course and assessment fees are to be paid by prospective selected candidate. However, such expenses may be claimed through the Continuous Medical Education Scheme (CME).

Public officers applying for this position must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not.

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

i. listed in the Specialist Registers of both Paediatrics as well as Paediatric Nephrology kept by the Medical Council of Malta; or

ii. approved for inclusion in the Specialist Registers of both Paediatrics as well as Paediatric Nephrology kept by the Medical Council of Malta; or

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 Paediatrics and Paediatric Nephrology; or

(b) in possession of a specialist qualification equivalent to the CCST for Paediatrics and Paediatric Nephrology, 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) 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 both Paediatrics as well as Paediatric Nephrology.

5.3 The successful candidate eligible under paragraph 5.2 (iii) (b) and paragraph 5.2(iii) ( c) above must be listed in the Specialist Register kept by the Medical Council of Malta

ta' Malta u trid tkun ukoll irreġistrata bis-sħiħ mal-Kunsill Mediku ta' Malta qabel il-ħatra.

5.4 Kandidati li japplikaw skont it-termini ta' paragrafu 5.2 (iii) (b) jew paragrafu 5.2 (iii) (c) hawn fuq iridu jiksbu ittra ta' rikonoxximent mill-Kumitat għall-Akkreditrazzjoni 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' Speċjalsiti ta' Malta jista' jiġi kkonsultat minn (https://healthservices.gov.mt/en/regcounc/msac/Pages/msac.aspx).

5.5 Kandidati li japplikaw skont it-termini ta' paragrafu 5.2 (iii) (b) jew paragrafu 5.2 (iii) (c), u li jkunu meħtieġa jippreżentaw dikjarazzjoni mill-Kumitat għall-Akkreditazzjoni ta' Speċjalisti kif speċifikat fil-paragrafu 5.4 għandhom jinkludu kopja ta' dik id-dikjarazzjoni mal-applikazzjoni, u jippreżentaw l-oriġinali waqt l-intervista. Kandidati mhux fil-pussess ta' dan id-dokument meħtieġ xorta jistgħu japplikaw, dment jissottomettu kopja ta dik id-dikjarazzjoni hekk kif tkun għad-dispożizzjoni tagħhom u fi kwalunkwe każ mhux 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 mhux fil-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 estensjoni itwal minn dan il-perjodu, għandhom jiġu sottomessi għall-konsiderazzjoni tal-Kummissjoni dwar is-Servizz Pubbliku.

5.6 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'dan il-grad, skont 5.1 sa 5.5 hawn fuq, mhux biss salħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

**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.

and must also be fully registered with the Medical Council of Malta before appointment.

5.4 Candidates applying in terms of paragraph 5.2(iii) (b) or paragraph 5.2(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)

5.5 Candidates applying in terms of paragraph 5.2 (iii) (b) or paragraph 5.2 (iii) (c) and who are required to present a statement by the Specialist Accreditation Committee as specified in paragraph 5.4 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 thier 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.

5.6 Applicants must be eligible to take up their due appointment, in terms of 5.1 to 5.5 above, not only by the closing time and date of this call for applications but also on the date of appointment.

**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

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 5.6, 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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,

maximum mark for this selection process is 100% and the pass mark is 50%.

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.6, 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, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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,

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

Id-9 ta' Awwissu, 2024

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

**Post ta' Manager II fil-Ministeru għas-Saħħa u l-Anzjanità Attiva**

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

1. Is-Segretarju Permanenti (Anzjanità Attiva), Ministeru għas-Saħħa u l-Anzjanità Attiva, jilqa' applikazzjonijiet għall-post ta' Manager II 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 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 ta' €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 li ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) titla' fi Skala ta' Salarju 6 (€30,626.02 x €596.33 - €34,204.00 fis-sena 2024) wara tliet (3) snin servizz bħala Manager II fi Skala ta' Salarju 7, jekk tkun qdiet dmirha b'mod sodisfaċenti.

*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'

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 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).

9th August, 2024

MINISTRY FOR HEALTH AND ACTIVE AGEING

**Post of Manager II in the Ministry for Health and Active Ageing**

*Nomenclatures denoting the male gender include also the female gender.*

1. The Permanent Secretary (Active Ageing), Ministry for Health and Active Ageing, invites applications for the post of Manager II 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 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 €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 who are in a possession of a recognised Master's Degree at MQF level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) will progress to Salary Scale 6 (€30,626.02 x €596.33 - €34,204.00 in 2024) on completion of three (3) years service as Manager II in salary scale 7, subject to satisfactory performance.

*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

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.

2.5 Persuna fil-grad ta' Manager II fi Skala ta' Salarju 7 li għandha degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) titla' fi Skala ta' Salarju 6 (€30,626.02 x €596.33 - €34,204.00 fis-sena 2024) wara sitt (6) snin servizz bħala Manager II fi Skala ta' Salarju 7, jekk tkun qdiet dmirha b'mod sodisfaċenti.

*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.

2.6 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom, u ħlas ta' allowance tal-klassi annwali 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.

2.9 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.10 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023 u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu storja ta' impjieg mill-Jobsplus mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex

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.

2.5 A Manager II in Salary Scale 7 who are in a possession of a recognised Bachelor's Degree at MQF level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) will progress to Salary Scale 6 (€30,626.02 x €596.33 - €34,204.00 in 2024) on completion of six (6) years service as Manager II in Salary Scale 7, subject to satisfactory performance.

*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.

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 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.

2.9 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.10 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023 and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a Jobsplus employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should

jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

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

i. Jipprovdi appoġġ u assistenza fi kwistjonijiet amministrattivi ta' kuljum u affarijiet relatati mal-operat, hekk kif assenjat mill-maniġment superjuri;

ii. Jikkollabora mal-maniġment superjuri biex jiġu żviluppati pjanijiet ta' servizzi u tfassil ta' rapporti dwar il-progress tagħhom;

iii. Jikkordina mal-maniġment tal-Homes sabiex tiġi assigurata konformità ma' proċeduri ta' liċenzjar għad-Djar tal-Anzjani tal-Gvern, u tinġabar id-dokumentazzjoni neċessarja li tappoġja r-rekwiżiti regolatorji;

iv. Jieħu deċiżjonijiet infurmati u/jew jagħti rakkomandazzjonijiet lis-superjuri tiegħu dwar strateġiji, policies, u kwistjonijiet ta' proċedura u operat u ppjanar tal-istaff;

v. Jipparteċipa direttament fl-ippjanar, l-implimentazzjoni u l-evalwazzjoni tas-servizz u fil-ġestjoni tar-riżorsi ġenerali tal-Anzjanità' Attiva u Kura fil-Komunità (AACC), inklużi verifiki ta' kwalità kontinwa u miżuri ta' prestazzjoni;

vi. Iżomm ruħu aġġornat fir-rigward ta' bdil fil-leġiżlazzjonijiet fi ħdan is-settur tal-anzjani fuq livell nazzjonali u internazzjonali u jiddiskuti ma' Senior Management rispettiv l-inizjattivi li għandhom jittieħdu;

vii. Jadotta rwol ewlieni ta' ġestjoni u sorveljanza ta' servizzi pprovduti inkluż l-okkupanza, listi ta' stennija, rilokazzjonijiet, trasferimenti u ammissjonijiet, permezz ta' sistema bbażata fuq l-IT u sabiex jiġi żgurat li d-djar u s-sezzjonijiet kollha jibagħtu r-rapporti ta' kuljum/jaġġornaw is-sistemi neċessarji skont kif mitlub;

viii. Jiġbor u janalizza informazzjoni u statistika għall-użu ta' kitba ta' rapporti u/jew esekuzzjoni ta' kompiti oħra meħtieġa, taħt is-superviżjoni, kif ikun meħtieġ, inkluża statistika mitluba għall-mistoqsijiet parlamentari, fost l-oħrajn;

the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager II include:

i. Provides support and assistance on day to day administrative issues and operations as assigned by the senior management;

ii. Liaises with Senior Management to develop service plans and report on progress against them;

iii. Coordinates with Home Management to ensure compliance with licensing procedures for Governmental Care Homes, and collates necessary documentation to support regulatory requirements.

iv. Makes informed decisions and/or recommendations to his superiors on strategic, policy, procedural and operational matters and staff planning;

v. Participates directly in service planning, implementation and evaluation and in overall resource management of the Active Ageing and Community Care (AACC), including continuous quality audit and performance measures;

vi. Keeps abreast of any changes in legislations within the elderly sector on a national and international level and discusses with the respective Senior Management possible initiatives to be undertaken;

vii. Adopts an overarching role to manage and monitor services being provided including occupancy, waiting lists, relocations, transfers and admissions, through an IT based system and ensure that all homes and sections comply with their daily returns/inputting in the system;

viii. Collects and analyses statistical data and information used to complete reports and/or tasks, under supervision, as required, including data requested for parliamentary questions, amongst others;

ix. Imexxi inizjattivi ta' bidla li jkunu qegħdin isiru mit-taqsima u d-direttorat rispettiv;

x. Jassisti lill-maniġment superjuri fit-twettiq tar-riċerka u l-preparazzjoni ta' politiki, hekk kif applikabbli, fir-rigward tal-objettivi tad-dipartiment;

xi. Jassisti lill-maniġment superjuri biex b'mod effettiv jimmaniġġja l-finanzi u r-riżorsi umani fdati lid-dipartiment;

xii. Jikkontribwixxi f'rappurtar regolari, inkluż ir-Rapport Annwali u l-Business Plan;

xiii. Jipproponi rakkomandazzjonijiet għas-simplifikazzjoni tal-proċessi u jsegwi l-implimentazzjoni tagħhom;

xiv. Jesegwixxi ċċekkjar u vverifikar skont l-istruzzjonijiet mogħtija u r-regolamenti u proċeduri applikabbli, u jassigura li r-rapporti ppreparati jiġu vverifikati u sussegwentament sottomessi fil-ħin;

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

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

ix. Drives change initiatives that are being undertaken by the respective unit or directorate;

x. Assists senior management in conducting research and preparing draft policies as applicable in relation the department's objectives;

xi. Assists senior management in managing effectively the financial and human resources entrusted to the department;

xii. Contributes to regular reporting including Annual Report and Business Plan;

xiii. Proposes recommendations for simplification of processe and follows up on their implementation;

xiv. Carries out checks and verifications according to instructions received and applicable regulations and procedures, and ensures that reports prepared are vetted and subsequently submitted in a timely manner;

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

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

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

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

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

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

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within 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.

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

ii. ikunu profiċjenti fil-lingwa Maltija u fil-lingwa Ingliża;

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

U

AND

iii. ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Work and Human Resources Management jew Management jew Business Administration jew Public Administration jew Public Management jew Training and Development jew Health and Social Care jew Corporate Governance and Leadership jew Leadership and Organisational Behaviour jew Leadership jew Strategy, Leadership and Change Management jew Industrial Relations and Workplace Learning jew Economics jew Banking and Finance jew Quality Assurance Management jew Evidence Based Management jew Gerontology jew Media jew Marketing jew Communications jew International Relations jew Public Policy jew Liġi jew Project Management jew Compliance jew Risk Management jew Ethics jew f'oqsma rilevanti kif determinat mill-maniġment.

iii. in possession of a recognised Master's degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Work and Human Resources Management or Management or Business Administration or Public Administration or Public Management or Training and Development or Health and Social Care or Corporate Governance and Leadership or Leadership and Organisational Behaviour or Leadership or Strategy, Leadership and Change Management or Industrial Relations and Workplace Learning or Economics or Banking and Finance or Quality Assurance Management or Evidence Based Management or Gerontology or Media or Marketing or Communications or International Relations or Public Policy or Law or Project Management or Compliance or Risk Management or Ethics or in relevant areas as determined by management.

*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.

*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.

JEW

iv. 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 Management jew Business Administration jew Public Administration jew Public Management jew Training and Development jew Health and Social Care jew Corporate Governance and Leadership jew Leadership and Organisational Behaviour jew Leadership jew Strategy, Leadership and Change Management jew Industrial Relations and Workplace Learning jew Economics jew Banking and Finance jew Quality Assurance Management jew Evidence Based Management jew Gerontology jew Media jew Marketing jew Communications jew International Relations jew Public Policy jew Liġi jew Project Management jew Compliance jew Risk Management jew Ethics jew f'oqsma rilevanti kif determinat mill-maniġment u tmien (8) snin esperjenza sodisfaċenti.

*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 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.

OR

iv. in possession of a recognised Bachelor's Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Work and Human Resources Management or Management or Business Administration or Public Administration or Public Management or Training and Development or Health and Social Care or Corporate Governance and Leadership or Leadership and Organisational Behaviour or Leadership or Strategy, Leadership and Change Management or Industrial Relations and Workplace Learning or Economics or Banking and Finance or Quality Assurance Management or Evidence Based Management or Gerontology or Media or Marketing or Communications or International Relations or Public Policy or Law or Project Management or Compliance or Risk Management or Ethics or in relevant areas as determined by management and eight (8) years satisfactory experience.

*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/

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 awtomatikament terminata.

**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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjoni**

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tas-Segratarju Permanenti, Ministeru għas-Saħħa u l-Anzjanità Attiva, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija **s-**1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

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.

**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 4.3, have proven relevant work experience.

**Submission of Applications**

7.1 Applications are to be submitted, for the attention of the Permanent Secretary (Active Ageing), Ministry for Health and Active Ageing, 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). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 mit-Taqsima Riżorsi Umani, Ministeru għas-Saħħa u l-Anzjanità Attiva, Palazzo Spinola, 46, Triq San Kristofru, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tas-sezzjoni huma (activeageing.com.mt) u (hr.activeageing@gov.mt).

**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 Health and Active Ageing, Palazzo Spinola, 46, Triq San Kristofru, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving section are (activeageing.gov.mt) and (hr.activeageing@gov.mt).

Id-9 ta' Awwissu, 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 fl-Amministrazzjoni tat-Taxxa u d-Dwana fi ħdan il-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 iridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

9th August, 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 Malta Tax and Customs Administration within 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 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 tiżdied 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 għal ħlas 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 fil-qasam, skont il-postijiet vakanti stabbiliti.

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

2.9 Il-kandidati magħżula 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.10 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi

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 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.

2.9 Selected candidates must be of conduct which is appropriate to the post applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.10 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the

reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

a. Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

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

i. Jikkontribwixxi b'mod ġenerali fil-funzjonijiet u t-twettiq tal-proċessi tax-xogħol imwettqa mid-dipartiment rispettiv fi ħdan l-Amministrazzjoni tat-Taxxa u d-Dwana ta' Malta;

ii. Jiżviluppa pjanijiet ta' ħidma, inklużi l-iskedi taż-żmien u l-miri tal-proċessi tax-xogħol imwettaq mid-Dipartiment;

iii. Jagħti sapport lis-superjuri tiegħu;

iv. Jassigura komunikazzjoni effiċjenti kemm interna u esterna mal-partijiet interessati;

v. Jikkordina u jipparteċipa f'laqgħat regolari kif u meta meħtieġ;

vi. Jikkordina u jwettaq xogħol amministrattiv inkluż dak li għandu x'jaqsam mat-tmexxija tad-Dipartiment;

vii. Jassisti fil-ħidma ta' kuljum li tinkludi l-immaniġġjar u d-distribuzzjoni tal-korrispondenza u mistoqsijiet, żamma ta' rekords, kif ukoll id-dħul u aġġornament ta' informazzjoni fil-kompjuter u databases;

viii. Taħt id-direzzjoni tas-superjuri tiegħu, jassisti fil-kumpilazzjoni tar-rapporti li għandhom x'jaqsmu mal-implimentazzjoni tal-proġetti kull xahar u jassigura li l-implimentazzjoni tagħhom tkun skont l-iskedi stabbiliti, u jassisti lis-superjur rispettiv fit-tfassil tar-rapporti u dokumenti oħra amministrattivi li jaqgħu taħt ir-responsabbilita' tad-Dipartiment;

ix. Iwettaq xogħol relatat ma' tranżazzjonijiet ta' flus kontanti u ċekkijiet, inkluż l-ipproċessar fil-ħin ta' tranżazzjonijiet, verifiki, rekordjar, aġġustamenti, traċċar u rikonċiljazzjoni;

x. Jattendi u/jew jirrappreżenta lid-Dipartiment f'konferenzi, laqgħat, seminars, kumitati u pjattaformi ta'

candidate be recruited, such conflicts of interest would be appropriately managed.

a. Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Assistant Manager include:

i. Contribute to the overall functions and execution of work processes undertaken by the respective department within the Malta Tax and Customs Administration;

ii. Develops work plans, including timelines and targets of work processes undertaken by the Department;

iii. Provides support to the senior management;

iv. Ensures efficient internal and external communication with relevant stakeholders;

v. Coordinates and participate in regular meetings as and when required;

vi. Coordinates and executing daily administrative tasks including those related to the running of the Department;

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

viii. Under the direction of his superior, assists in the compilation of monthly reports related to the implementation of projects and ensures that their implementation is according to set schedules, and assists the respective superior in coordinating the drawing up of reports and other administrative documents falling within the remit of the Department;

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

x. Attends and/or represents the Department in conferences, meetings, seminars, committees, discussion

diskussjoni u fi proċeduri tal-Qrati taħt il-gwida tas-superjur tiegħu;

xi. Ikun involut fil-ħidma tad-Dipartiment jew uffiċċju delegat ieħor, jieħu parti attiva bħala membru tat-tim, u iżomm librerija u katalogu aġġornat ta' proġetti importanti relatati mad-Dipartiment;

xii. Jassisti fil-ħtiġiet ta' akkwist u bżonnijiet tad-Dipartiment konċernat;

xiii. Jagħmel parti minn diversi timijiet multifunzjonali biex jikkontribwixxi lejn l-għanijiet ġenerali tal-Amministrazzjoni tat-Taxxa u d-Dwana ta' Malta.

xiv. Jagħmel kwalunkwe xogħol ieħor li s-superjur jista' jiddelega lilu/ha, kif jkun meħtieġ;

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

platforms and Court proceedings under the instruction of his superior;

xi. Being involved in the work of the Department or any other delegated office, and playing an active role as a team member, and maintaining an up-to-date library and catalogue of important projects related to the Department;

xii. Assists in the procurement needs and requirements of the respective Department;

xiii. Be part of different multi-functional teams to contribute towards the overall objectives of the Malta Tax and Customs Administration;

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. 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;

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 komparabbli fil-Livell 5 tal-MQF (suġġetta 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 (3) suġġetti fil-Livell Avvanzat (li jrid jinkludi wieħed (1) minn dawn is-suġġetti:

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;

iii. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVETS 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/ECVETS 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 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 (1) of the following subjects:

Accountancy jew Malti jew Ingliż jew Economics jew IT jew Matematika).

*Kwalifika rikonoxxuta komparabbli ma' 120/60 krettu 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.

Kandidati magħżula li huma fil-pussess ta' kwalifika rikonnoxxuta 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/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).

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

Accountancy or Maltese or English or Economics or IT or Mathematics).

*A recognised qualification comparable to 120/60 ECTS/ECVETS 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.

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) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications. 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 (a) to 4.1 iii (c) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/

(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.

**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 4.3, 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

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.

**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 4.3, 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, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 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).

Id-9 ta' Awwissu, 2024

MINISTERU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

**Post ta' Manager I 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 għal-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, jilqa' applikazzjonijiet għall-post ta' Manager I 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 mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

**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 (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).

9th August, 2024

MINISTRY FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

**Post of Manager I 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 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 organised by the Institute for the Public Services to be eligible for confirmation of appointment.

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 li fl-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 degree 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-Management għandha titqiegħed fi Skala ta' Salarju 9 li fl-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 fl-2024 huwa ekwivalenti għal €27,179.02 fis-sena, li jiżdied b'€486.83 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 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 li fl-2024 huwa ekwivalenti għal €28,855.98 fis-sena, li jiżdied b'€531.17 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, skont il-postijiet vakanti stabbiliti.

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

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 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 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 the 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 the 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 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 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 accordance with established vacancies.

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

2.10 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.11 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fis-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunkwe kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Manager I jinkludu li:

i. Jassisti fit-tfassil ta' abbozzi u janalizza l-politiki u l-proġetti li jsiru mill-Ministeru;

ii. Jassisti fil-kordinazzjoni ġenerali tal-avvenimenti u l-immaniġġjar u l-implimentazzjoni tal-politiki u l-proġetti mwettqa mill-Ministeru;

iii. Jassisti fil-ġbir ta' data relatata mal-Ġustizzja u proġetti oħra ta' riċerka mwettqa mill-Ministeru;

iv. Jattendi u jirrappreżenta lill-pajjiż waqt laqgħat, seminars, kumitati, laqgħat ta' gruppi ta' esperti u pjattaformi ta' diskussjoni fuq livell Ewropew u internazzjonali, li jsiru kemm lokalment kif ukoll barra minn Malta;

v. Jassisti fl-iżvilupp ta' pjanijiet ta' ħidma, inklużi dati ta' skadenza u miri tal-politiki u l-proġetti li qed jitwettqu mill-Ministeru;

2.10 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.11 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager I include:

i. Assists in the drafting and analyses of policies and projects undertaken by the Ministry;

ii. Assists in the overall co-ordination of events and the management and implementation of policies and projects undertaken by the Ministry;

iii. Assists in the collation of Justice related data and other research projects undertaken by the Ministry;

iv. Attends and represents the country during European-level and international meetings, seminars, committees, expert group meetings and discussion platforms, held both locally and abroad;

v. Assists in the development of work plans, including timelines and targets of the policies and projects undertaken by the Ministry;

vi. Jipprovdi l-assistenza meħtieġa fit-tfassil ta' rapporti, briefing/instruction/background notes, memoranda ta' spjegazzjoni, memoranda tal-Kabinett, formoli ta' valutazzjoni tal-impatt, proċeduri u politiki, kif jista' jkun meħtieġ;

vii. Jassisti fl-analiżi u l-kumpilazzjoni ta' risposti li jindirizzaw l-obbligi ta' rappurtar nazzjonali li joħorġu minn fora Ewropej kif ukoll internazzjonali;

viii. Jagħti sapport lid-Direttorat biex jiżgura l-akbar effiċjenza fl-esekuzzjoni, l-evalwazzjoni u t-tqassim ta' politiki u proġetti sabiex ikollhom livell ta' kwalità meħtieġa;

ix. Iżomm ruħu aġġornat ma' dak li qed jiġri fi ħdan l-Unjoni Ewropea, il-Kunsill tal-Ewropa u fora kif ukoll organizzazzjonijiet internazzjonali oħra fil-qasam tal-ġustizzja;

x. Jassisti fil-kordinazzjoni tal-kompiti relatati mar-riżultati tal-laqgħat imħejja minn dawn l-istituzzjonijiet Ewropej u internazzjonali, inkluż iċ-ċirkolazzjoni tad-dokumenti li jaslu minn tali istituzzjonijiet lid-dipartimenti/direttorati/entitajiet rilevanti;

xi. Jassisti lid-Direttorat fl-iżvilupp, il-kordinazzjoni, il-ġbir u ż-żamma aġġornata tal-pożizzjonijiet nazzjonali li għandhom jittieħdu waqt żjarat fil-pajjiż, sessjonijiet ta' grilling kif ukoll politiki u proġetti li l-Ministeru huwa responsabbli għalihom;

xii. Jgħin biex il-Ministeru jinżamm infurmat dwar l-aktar kwistjonijiet importanti li jkunu qed jiġu diskussi fil-fora Ewropej u internazzjonali;

xiii. Iwettaq riċerka dwar suġġetti relatati, inkluża riċerka legali, kif meħtieġ u jgħaddi l-istess riċerka jew kwalunkwe rapporti u informazzjoni oħra lill-maniġment superjuri u kwalunkwe entità interna jew esterna li hi rilevanti;

xiv. Kwalunkwe kompitu ieħor li d-Direttur rispettiv u s-Segretarju Permanenti, MJR jistgħu jiddelegaw 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

vi. Provides the necessary assistance in drawing up of reports, briefing/instruction/background notes, explanatory memoranda, Cabinet memoranda, impact assessment forms, procedures and policies, as may be required;

vii. Assists in the analysis and compilation of replies addressing national reporting obligations emerging from European as well as international fora;

viii. Supports the Directorate in ensuring maximum efficiency in the successful execution, evaluation and dissemination of policies and projects to required quality standards;

ix. Keeps up to date with what is happening within the European Union, Council of Europe and other international fora as well as organisations in the area of justice;

x. Assists in the coordination of the tasks related to the outcomes of the meetings held by these European and international institutions, including the circulation of documents received from such institutions to the relevant departments/directorates/entities;

xi. Assists the Directorate in developing, coordinating, collating and keeping updated the national positions to be taken during country visits, grilling sessions as well as policies and projects that the Ministry is responsible for;

xii. Assists in keeping the Ministry briefed about the most important issues being discussed in European and in international fora;

xiii. Conducts research on related topics, including legal research, as necessary and disseminate such research or any other reports and information to senior management and any relevant internal or external entities;

xiv. Undertakes any other tasks, which the respective Director and Permanent Secretary, MJR 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

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

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

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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-Public Policy, jew Diplomatic Studies, jew Economics, jew International Affairs, jew International Relations, jew European Studies, jew Mediterranean Studies, jew Law, jew Legal Studies, jew Social Policy, jew Sociology, jew Project Management, jew Politics

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 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 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

and Governance, jew Management Studies, jew Business Administration, jew Strategic Management, jew Evidence-Based Management, jew Quality Assurance Management, jew Creativity and Innovation 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 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 kwalifka ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

**Sottomissjoni ta' Dokumentazzjoni**

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

Management Studies, or Business Administration, or Strategi Management, or Evidence-Based Management, or Quality Assurance Management, or Creativity and Innovation, or i 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 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.

**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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjonijiet**

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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;

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 4.3, 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 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, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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;

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-diżpożizzjonijiet 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).

Id-9 ta' Awwissu, 2024

MINISTERU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

**Post ta' Manager II 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 II 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 (12) il-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 ta' €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 li ikollhom Master's Degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET

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).

9th August, 2024

MINISTRY FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

**Post of Manager II 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 II 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 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 €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 who is in possession of a recognised Master's Degree at MQF level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*)

jew ekwivalenti*) titla' fi Skala ta' Salarju 6 li fis-sena 2024 huwa ekwivalenti għal €30,626.02 fis-sena, li jiżdied b'€596.33 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.

*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.

2.5 Persuna fil-grad ta' Manager II fi Skala ta' Salarju 7 li għandha degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) titla' fi Skala ta' Salarju 6 li fis-sena 2024 huwa ekwivalenti għal €30,626.02 fis-sena li jiżdied b'€596.33 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.

*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.

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-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.

2.9 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

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.

*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.

2.5 A Manager II in Salary Scale 7 who is in possession of a recognised Bachelor's Degree at MQF level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) 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.

*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.

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 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.

2.9 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.10 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fis-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

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

i. Ifassal abbozzi u janalizza l-politiki u l-proġetti li jsiru mill-Ministeru;

ii. Jassisti fl-immaniġġjar u l-implimentazzjoni ġenerali tal-politiki u l-proġetti mwettqa mill-Ministeru;

iii. Jattendi u jirrappreżenta lill-pajjiż waqt laqgħat, seminars, kumitati, laqgħat ta' gruppi ta' esperti u pjattaformi ta' diskussjoni fuq livell Ewropew u internazzjonali, li jsiru kemm lokalment kif ukoll barra minn Malta;

iv. Jiżviluppa pjanijiet ta' ħidma, inklużi dati ta' skadenza u miri tal-politiki u l-proġetti li qed jitwettqu mill-Ministeru;

v. Ifassal rapporti, briefing/instruction/background notes, memoranda ta' spjegazzjoni, memoranda tal-Kabinett, formoli ta' valutazzjoni tal-impatt, proċeduri u politiki, kif jista' jkun meħtieġ;

vi. Jassisti fl-analiżi u l-kumpilazzjoni ta' risposti li jindirizzaw l-obbligi ta' rappurtar nazzjonali li joħorġu minn fora Ewropej kif ukoll internazzjonali;

vii. Jiżgura l-akbar effiċjenza fl-esekuzzjoni, l-evalwazzjoni u t-tqassim ta' politiki u proġetti sabiex ikollhom livell ta' kwalità meħtieġa;

2.10 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager II include:

i. Drafts and analyses policies and projects undertaken by the Ministry;

ii. Assists in the overall management and implementation of policies and projects undertaken by the Ministry;

iii. Attends and represents the country during European-level and international meetings, seminars, committees, expert group meetings and discussion platforms, held both locally and abroad;

iv. Develops work plans, including timelines and targets of the policies and projects undertaken by the Ministry;

v. Draws up reports, briefing/instruction/background notes, explanatory memoranda, Cabinet memoranda, impact assessment forms, procedures and policies, as may be required;

vi. Assists in the analysis and compilation of replies addressing national reporting obligations emerging from European as well as international fora;

vii. Ensures maximum efficiency in the successful execution, evaluation and dissemination of policies and projects to required quality standards;

viii. Iżomm ruħu aġġornat ma' dak li qed jiġri fi ħdan l-Unjoni Ewropea, il-Kunsill tal-Ewropa u fora kif ukoll organizzazzjonijiet internazzjonali oħra fil-qasam tal-ġustizzja;

ix. Jassisti fil-kordinazzjoni tal-kompiti relatati mar-riżultati tal-laqgħat imħejja minn dawn l-istituzzjonijiet Ewropej u internazzjonali, inkluż iċ-ċirkolazzjoni tad-dokumenti li jaslu minn tali istituzzjonijiet lid-dipartimenti/direttorati/entitajiet rilevanti;

x. Jiżviluppa, jikkordina, jiġbor, u jżomm aġġornati l-pożizzjonijiet nazzjonali li għandhom jittieħdu waqt iż-żjarat fil-pajjiż, is-sessjonijiet ta' grilling kif ukoll il-politiki u l-proġetti li l-Ministeru huwa reponsabbli għalihom;

xi. Jassisti billi jkompli jsegwi t-traspożizzjoni effettiva u l-implimentazzjoni f'waqtha tal-leġiżlazzjoni adottata fil-livell tal-UE;

xii. Jassisti billi jżomm il-Ministeru infurmat dwar l-aktar kwistjonijiet importanti li jkunu qed jiġu diskussi fil-fora Ewropej u internazzjonali;

xiii. Iwettaq riċerka dwar suġġetti relatati, inkluża riċerka legali, kif meħtieġ u jgħaddi l-istess riċerka jew kwalunkwe rapporti u informazzjoni oħra lill-maniġment superjuri u kwalunkwe entità interna jew esterna li hi rilevanti;

xiv. Kwalunkwe kompitu ieħor li d-Direttur rispettiv u s-Segretarju Permanenti, MJR jistgħu jiddelegaw lilu/ha, kif jista' jkun meħtieġ;

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet

viii. Keeps up to date with what is happening within the European Union, Council of Europe and other international fora as well as organisations in the area of justice;

ix. Assists in the coordination of the tasks related to the outcomes of the meetings held by these European and international institutions, including the circulation of documents received from such institutions to the relevant departments/directorates/entities;

x. Develops, coordinates, collates and keeps updated the national positions to be taken during country visits, grilling sessions as well as policies and projects that the Ministry is responsible for;

xi. Assists in following up the effective transposition and timely implementation of the adopted EU level legislation;

xii. Assists in keeping the Ministry briefed about the most important issues being discussed in European and in international fora;

xiii. Conducts research on related topics, including legal research, as necessary and disseminate such research or any other reports and information to senior management and any relevant internal or external entities;

xiv. Undertakes any other tasks, which the respective Director and Permanent Secretary, MJR 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

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. ikunu profiċjenti fil-lingwa Maltija u fil-lingwa Ingliża;

U

iii. ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVETS jew ekwivalenti*) fil-Public Policy, jew Diplomatic Studies, jew Economics, jew International Affairs, jew International Relations, jew European Studies, jew Mediterranean Studies, jew Law, jew Legal Studies, jew Social Policy, jew Sociology, 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 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

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. 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 credits, 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 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

aċċettabbli sakemm jiġi vverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET.

JEW

iv. 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 Economics, jew International Affairs, jew International Relations, jew European Studies, jew Mediterranean Studies, jew Law, jew Legal Studies, jew Social Policy, jew Sociology, 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 f'oqsma rilevanti kif determinat mill-maniġment u tmien (8) snin esperjenza sodisfaċenti.

*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 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

verified b MQRIC that the workload is comparable to at least 60 ECTS/ECVET credits.

OR

iv. in possession of a recognised Bachelor's Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVETS 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 Projec 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 relevant areas a determined by management and eight (8) years satisfactory experience.

*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 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 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

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 awtomatikament terminata.

**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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjoni**

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

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.

**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 4.3, 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 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, completely up-to-date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 Servizzi Korporattivi, Ministeru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni, Spinola Palace Business Centre, Livell 3, Triq San Kristofru, Il-Belt Valletta VTL 1464. Dawn id-dispożizzjonijiet ġenera għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u indirizz elettroniku tad-direttorat huma (http://www.justice.gov.mt) u (recruitment.justice@gov.mt).

Id-9 ta' Awwissu, 2024

MINISTERU GĦALL-POLITIKA
SOĊJALI U D-DRITTIJIET TAT-TFAL

**Post ta' Manager I fil-Ministeru għall-Politika Soċjali u d-Drittijiet tat-Tfal**

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

1. Is-Segretarju Permanenti, Ministeru għall-Politika Soċjali u d-Drittijiet tat-Tfal, jilqa' applikazzjonijiet għall-post ta' Manager I fid-Diviżjoni tal-Istrateġija u Implimentazzjoni fil-Ministeru għall-Politika Soċjali u d-Drittijiet tat-Tfal.

**Termini u Kundizzjonijiet**

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

**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).

9th August, 2024

MINISTRY FOR SOCIAL POLICY
AND CHILDREN'S RIGHTS

**Post of Manager I in the Ministry for Social Policy and Children's Rights**

*Nomenclatures denoting the male gender include also the female gender.*

1. The Permanent Secretary, Ministry for Social Policy and Children's Rights, invites applications for the post of Manager I in the Strategy and Implementation Division within the Ministry for Social Policy and Children's Rights.

**Terms and Conditions**

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

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 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.

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 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 degree 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 (€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 in 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 fl-2024) 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 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.

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.

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.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7 (€28,855.98 x €531.17 - €32,043 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 in 2024) and will progress to Salary Scale 8 (€27,179.02 x €486.83 - €30,100 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 in 2024) after two (2) years of satisfactory service 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 accordance with established vacancies.

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

2.10 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.11 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

a. Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Manager I jinkludu li:

i. Jassisti lit-team rispettiv fi ħdan id-Diviżjoni għall-Istrateġija u l-Implimentazzjoni fl-analiżi ta' dossiers u materji tekniċi li jkunu qed jiġu diskussi f'livell tal-Unjoni Ewropea jew internazzjonali bil-ħsieb li tiġi formulata l-pożizzjoni ta' Malta fuq materji li jaqgħu taħt il-Ministeru;

ii. Jagħmel riċerka areas ta' politika nazzjonali, tal-Unjoni Ewropea u internazzjonali, inizjattivi u miżuri u jipprepara briefs skont kif meħtieġ fi żmien stipulat;

iii. Jikkordina u jiżviluppa proposti għal proġetti u l-implimentazzjoni ta' proġetti skont kif meħtieġ minn żmien għal żmien;

iv. Jimmonitorja l-implementazzjoni ta' policies, strateġiji, proġetti u inizjattivi oħra li jaqgħu taħt il-Ministeru;

2.10 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.11 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed;

a. Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager I include:

i. Assist the respective team within the Strategy and Implementation Division in analysing dossiers and technical issues being discussed at EU or international level with a view to formulate Malta's position on matters falling under the remit of the Ministry;

ii. Carry out research on national, EU and international policy areas, initiatives, and measures and drawing up briefs as may be required within the set timeframes;

iii. Coordinate and develop project proposals and the implementation of projects as may be necessary from time to time;

iv. Monitor the implementation of policies, strategies, projects and other initiatives falling under the remit of the Ministry;

v. Jiżviluppa għodod propizji għal monitoraġġ immirati għal data neċessarja;

vi. Jikkontribwixxi fl-abbozzar ta' rapporti u dokumenti skont kif neċessarju;

vii. Jimmaniġja jew jassisti fl-immaniġġjar ta' inizjattivi kif ukoll progammi lokali, tal-Unjoni Ewropea u internazzjonali li jaqgħu taħt il-Ministeru;

viii. Isegwi l-obbligazzjonijiet li joħorġu minn inizjattivi nazzjonali, tal-Unjoni Ewropea jew internazzjonali kif xieraq;

ix. Jassisti fil-preparamenti loġistiċi u organizzattivif'dak li għandu x'jaqsam ma' avveninmenti, attivitajiet u laqgħat li jaqgħu taħt il-Ministeru;

x. Jattendi u Jirrappreżenta lill-Ministeru f'konferenzi, laqgħat u seminars kemm lokalment kif ukoll barra;

xi. Iwettaq kwalunkwe kompitu ieħor li jiġi assenjat mis-Segretarju Permanenti u/jew ir-rapprezentant tiegħu/tagħha;

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 b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

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

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar Status ta'

v. Develop appropriate monitoring tools aimed to provide the necessary data;

vi. Contribute towards the drafting of reports and documents as necessary;

vii. Manage or assist in managing local, EU and international initiatives as well as other programmes under the remit of the Ministry;

viii. Following up on obligations emanating from national, EU and International initiatives as appropriate;

ix. Assisting in the logistical and organisational preparations in relation to events, activities and meetings falling under the remit of the Ministry;

x. Attending and representing the Ministry in conferences, meetings and seminars both locally and abroad;

xi. Performing any other task assigned by the Permanent Secretary and/or his/her representative

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

**Eligibility Requirements**

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

i. a. citizens of Malta; or

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

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

d. 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)

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 kemm bil-Malti kif ukoll bl-Ingliż;

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-European Studies jew International Relations jew Diplomatic Studies jew Management Studies jew Business Administration jew Project Management jew Quality Assurance Management jew Creativity and Innovation jew Statistics jew Social Policy jew Public Policy jew economics jew Sociology jew Liġi jew Media and Knowledge Sciences jew Family Studies jew Marketing jew Evidence Based Management jew Health Sciences, 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.

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;

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 European Studies or International Relations or Diplomatic Studies or Management Studies or Business Administration or Project Management or Quality Assurance Management or Creativity and Innovation or Statistics or Social Policy or Public Policy or Economics or Sociology or Law or Media and Knowledge Sciences or Family Studies or Marketing or Evidence Based Management or Health Sciences 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) 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 kwalifka ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

**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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

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 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.

**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 4.3, have proven relevant work experience.

**Sottomissjoni tal-Applikazzjonijiet**

7. 1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttorat għas-Servizzi Korporattivi, Ministeru għall-Politika Soċjali u d-Drittijiet tat-Tfal, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija **s-**1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 t'Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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 mill-Ministeru għall-Politika Soċjali u d-Drittijiet tat-Tfal, 38, Triq l-Ordinanza, Il-Belt Valletta. Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

**Submission of Applications**

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for Social Policy and Children's Rights, 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). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 Social Policy and Children's Rights, 38, Triq l-Ordinanza, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

Is-sit elettroniku u l-indirizz elettroniku tad-direttorat huma (www.family.gov.mt) u (recruitment.family@gov.mt).

Id-9 ta' Awwissu, 2024

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 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.

2.6 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

The website address and email address of the receiving directorate are (www.family.gov.mt) and (recruitment.family@gov.mt).

9th August, 2024

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 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.

2.6 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.7 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**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;

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;

2.7 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**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. 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. 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 b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

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

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

f. Fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-

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 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

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 bil-lingwa Ingliża;

U

iii. fil-pussess ta' Baċċellerat rikonoxxut fil-Livell 6 tal-MQF (suġġett għall-minimu ta' 180 krettu ECTS/ECVET kretti jew ekwivalenti*) fl-Economics jew Statistika jew Accountancy jew Finance jew Taxation jew Banking jew Public Polic 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 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) 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' 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

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 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) 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 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

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.

**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.

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.

**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.

**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 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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;

**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 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, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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-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).

Id-9 ta' Awwissu, 2024

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

**Post ta' Assistant Manager (Riżorsi Umani) 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 (Riżorsi Umani) fid-Direttorat għas-Servizzi Korporattivi fi ħdan il-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 iridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju ta' Assistant Manager (Riżorsi Umani) huwa ta' Skala ta' Salarju 11, li fis-sena 2024 huwa ta' €22,642.98 fis-sena, li jiżdied bi €375.17 fis-sena sa massimu ta' €24,894.

2.4 Persuna fil-grad ta' Assistant Manager 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.

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).

9th August, 2024

MINISTRY FOR THE NATIONAL HERITAGE, THE ARTS AND LOCAL GOVERNMENT

**Post of Assistant Manager (Human Resources) 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 (Human Resources) in the Corporate Services Directorate within the Ministry for the National Heritage, the Arts and Local Government.

**Terms and Conditions**

2.1 This appointment is subject to a probationary period of 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, 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.

2.5 Il-persuni maħtura jkunu intitolati wkoll għall-ħlas ta' allowance tal-klassi 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 limsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor fil-qasam tar-Riżorsi Umani, skont il-postijiet vakanti stabbiliti.

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

2.8 Il-kandidati magħżula 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 sitt (6) xhur qabel id-data tal-għeluq ta' din issejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tannotifika tal-ħatra.

2.9 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023 u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu storja ta' impjieg mill-Jobsplus mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**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;

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 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.

2.8 Selected candidates must be of conduct which is appropriate to the post applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.9 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023 and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a Jobsplus employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

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

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

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

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

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

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

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

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

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

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

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

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

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

xiii. Jassisti fid-dmirijiet regolari li għandhom x'jaqsmu ma' pproċessar u aġġustamenti ta' pagi;

xiv. Iwettaq dmirijiet ta' verifikazzjoni ta' kalkoli tas-salarji;

xv. Jipprepara kalkoli ta' analiżi tad-dipartimenti u jassisti fil-ħruġ ta' salary journals;

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

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

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

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

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

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

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

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

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

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

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

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

xii. Carrying out any other duties as assigned by Senior Management team from time to time;

xiii. Assists in the day to day payroll duties by processing salary adjustments;

xiv. Carries out duties in connection with salary calculations;

xv. Compiles Department analysis calculations and assists in the issuing of salary journals;

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

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

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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.

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

**Eligibility Requirements**

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

i. a. citizens of Malta; or

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

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

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

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

*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 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 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

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 Public Administration or Public Management or Corporate Governance and Leadership or Leadership and Organisational Behaviour or Management and Leadership or Strategy or Leadership and Change Management or Industrial Relations and Workplace Learning or Business Administration or 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 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

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.

**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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjoni**

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn 26 ta' Awwissu, 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.

4.1 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.

**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 4.3, have proven relevant work experience.

**Submission of Applications**

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for the National Heritage, the Arts and Local Government, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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, 41, Palazzo Lucia, Triq il-Merkanti, 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).

Id-9 ta' Awwissu, 2024

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

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

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

1. Is-Segretarju Permanenti, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, jilqa' applikazzjonijiet għall-post ta' Manager I (Accounting and Finance) fid-Dipartiment tar-Restawr u l-Preservazzjoni fi ħdan il-Ministeru ghall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali.

7.4 Applicants are granted up to two (2) working days after closing date and time of this call for applications, 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, 41, Palazzo Lucia, Triq il-Merkanti, 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).

9th August, 2024

MINISTRY FOR THE NATIONAL HERITAGE,
THE ARTS AND LOCAL GOVERNMENT

**Post of Manager I (Accounting and Finance)
in the Ministry for the National Heritage,
the Arts and Local Government**

*Nomenclatures denoting the male gender include also the female gender.*

1. The Permanent Secretary, Ministry for the National Heritage, the Arts and Local Government, invites applications for the post of Manager I (Accounting and Finance) in the Restoration and Preservation Department within the Ministry for the National Heritage, the Arts and Local Government.

**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.

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 in 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 in 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 in 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.

**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.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7(€28,855.98 x €531.17 - €32,043 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 in 2024) and will progress to Salary Scale 8 (€27,179.02 x €486.83 - €30,100 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 in 2024) after two (2) years of satisfactory service Manager I (Salary Scale 8).

2.7 The appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 10% of his/her basic salary, 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 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.

2.10 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.11 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

a. Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

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

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

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

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.

2.10 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.11 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

a. Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager I (Accounting and Finance) include:

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

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

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

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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 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

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

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

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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.

U

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*) f'Business Management jew Business Administration jew Economics jew Banking

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. 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 Business Management or Business Administration or Economics or Banking and Finance or

and Finance jew Accountancy jew ikollhom kwalifika professjonali rikonoxxuta komparabbli fil-livell 6 tal-MQF f'Accountancy, fi/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.

**Sottomissjoni ta' Dokumentazzjoni**

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

Accountancy or a recognised comparable professional qualification at MQF Level 6 in Accountancy, in/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.

**Submission of Supporting Documents**

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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjoni**

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija **s-**1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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;

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 4.3, have proven relevant work experience.

**Submission of Applications**

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for the National Heritage, the Arts and Local Government, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up-to- date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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;

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-Direttot għas-Servizzi Korporattivi, 41, Palazzo Lucia, Level 2, Triq il-Merkanti, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tas-sezzjoni huma (www.mhal.gov.mt) u (hr.mhal@gov.mt).

Id-9 ta' Awwissu, 2024

MINISTERU GĦALL-INTERN, IS-SIGURTÀ U X-XOGĦOL

**Post ta' Manager I 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, jilqa' applikazzjonijiet għall-post ta' Manager I (Data Analysis), fid-Dipartiment tal-Pulizija, fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol.

**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 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 fis-sena 2024) wara tmien (8) snin servizz bħala Manager I fi Skala ta' Salarju rispettiv, jekk tkun qdiet dmirha b'mod sodisfaċenti.

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, 41, Palazzo Lucia, Level 2, Triq il-Merkanti, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving section are (www.mhal.gov.mt) and (hr.mhal@gov.mt).

9th August, 2024

MINISTRY FOR HOME AFFAIRS, SECURITY AND EMPLOYMENT

**Post of Manager I 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 Manager I (Data Analysis), in the Police Department, within the Ministry for Home Affairs, Security and Employment.

**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 Persuna fil-grad ta' Manager I (Skala ta' Salarju 10) li jikseb degree 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 in 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 in 2024) 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 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.

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.

2.10 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.11 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa

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 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 accordance with established vacancies.

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

2.10 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.11 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates'

l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

a. Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Manager I (Data Analysis) jinkludu li:

i. Jipproċessa data u dħul tal-intelligence f'repożitorju ċentrali b'mod li jiffaċilita l-analiżi operazzjonali jew strateġika, filwaqt li jassisti fiż-żamma ta' databases attwali u futuri;

ii. Juża proċeduri li jħarsu l-integrità u t-traċċabbiltà tad-data mal-irkupru mir-repożitorju ċentrali;

iii. Jagħmel kontribut għall-valutazzjoni tax-xejriet tal-kriminalità bbażati fuq rapporti tal-pulizija biex tittejjeb l-allokazzjoni tar-riżorsi fuq perjodu qasir u fit-tul;

iv. Jassisti fil-kumpilazzjoni ta' rapporti dwar ir-riżultati tal-analiżi tal-kriminalità (inkluż l-immappjar spazjali), li għandhom jiġu mxerrda fi ħdan il-Korp;

v. Jippreżenta sejbiet analitiċi u jwettaq preżentazzjonijiet personalment għall-uffiċjali tal-pulizija u uffiċjali oħra tal-infurzar tal-liġi;

vi. Jassisti lil-Pulizija biex titjieb il-kwalità tar-rapporti u tittejjeb l-allokazzjoni tar-riżorsi fuq perjodu qasir u fit-tul;

vii. Jassisti fil-kumpilazzjoni ta' rapporti dwar ir-riżultati tal-analiżi tal-kriminalità (inkluż l-immappjar spazjali), li għandhom jiġu mxerrda fi ħdan il-Korp;

viii. Jagħmel skrutinju ta' individwi skont l-esiġenzi tal-entità rikjedenti;

ix. Jikkontribwixxi b'mod attiv għall-pjan operattiv annwali tas-CI&A, skont is-saħħiet u l-abbiltajiet tiegħu filwaqt li jassisti lill-Analisti tal-Kriminalità kif meħtieġ;

previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated C.V., including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

a. Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager I (Data Analysis) include:

i. Processing raw data and inputting the resulting intelligence into a central repository in a manner which facilitates operational or strategic analysis, whilst assisting in the upkeep of current and future databases;

ii. Employing procedures which uphold data integrity and traceability upon retrieval from the central repository;

iii. Contributing to the assessment of crime patterns based on police reports to improve short and long term resource allocation;

iv. Assisting in the compilation of reports on the results of crime analysis (including spatial mapping), to be disseminated within the Force;

v. Presenting analytical findings and conducting in-person presentations for police officers and other law enforcement personnel;

vi. Assisting with the regular outreach with Police Officers across the Force to improve data acquisition and quality, in order to be able to produce high quality analytical products;

vii. Assisting in the drafting and implementation of policies and procedures in order to standardise the processes and products of the CI&A, whilst assisting Crime Analysts as required;

viii. Vetting individuals according to exigencies of the requesting entity;

ix. Actively contributing to the annual operational plan of the CI&A, according to one's strengths and abilities;

x. Jattendi taħriġ perjodiku, konferenzi u opportunitajiet oħra ta' networking (kemm lokalment kif ukoll barra mill-pajjiż), filwaqt li jżomm ruħu aġġornat mal-iżvilupp ta' sistemi tal-ICT fir-rigward tal-kriminalità u l-analiżi tad-data, u dejjem jaqsam ir-riżultati tat-tagħlim mat-tim;

xi. Juża ħsieb kritiku, jaħdem kemm individwalment kif ukoll fi ħdan tim, filwaqt li jaderixxi mal-iskadenzi stabbiliti;

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

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

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

x. Attend periodic training, conferences and other networking opportunities (both locally and abroad), while keeping abreast with the development of ICT systems in relation to crime and data analysis, always sharing learning outcomes with the team;

xi. Employ critical thinking, working both individually and within a team, whilst adhering to set deadlines;

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

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.

**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

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-Malti u bl-Ingliż;

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Criminology jew Statistics jew IT jew Computing jew Sociology jew Economics jew Intelligence u Security Studies jew Psychology jew Data Sciences jew Geographic Information System (GIS) jew Spatial Analysis jew suġġett fis-social science jew f'oqsma rilevanti kif determinat mill-maniġment.

*Kwalifika rikonoxxuta komparabbli ma' krettu 180 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.

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` Agency should be sought as necessary in the interpretation of the above provisions.

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

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

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Criminology or Statistics or IT or Computing or Sociology or Economics or Intelligence and Security Studies or Psychology or Data Sciences or Geographic Information System (GIS) or Spatial Analysis or a social science subject or in relevant areas 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

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 kwalifka ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

**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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjonijiet**

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tat-Taqsima tar-Riżorsi Umani, Ministeru 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 pm (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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.

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.

**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 4.3, have proven relevant work experience.

**Submission of Applications**

7.1 Applications are to be submitted, for the attention of the Human Resources Section (Police Department), Ministry for Home Affairs, Security and Employment, 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). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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. Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Dipartiment huma (http://pulizija.gov.mt) u (http://hr.police@gov.mt).

Id-9 ta' Awwissu, 2024

MINISTERU GĦAL INTERN, IS-SIGURTÀ U X-XOGĦOL

**Post ta' Assistant Manager 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'

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 and time of this call for applications, 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. 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 are (http://pulizija.gov.mt) and (http://hr.police@gov.mt).

9th August, 2024

MINISTRY FOR HOME AFFAIRS, SECURITY AND EMPLOYMENT

**Post of Assistant Manager 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

Assistant Manager fl-Awtorità Nazzjonali tax-Xogħol, 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 iridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju ta' Assistant Manager 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 tiżdied 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 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 fil-qasam skont il-postijiet vakanti stabbiliti.

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

2.9 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

of Assistant Manager in the National Employment Authority 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 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 accordance with established vacancies.

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

2.9 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.10 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

a. Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

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

i. Jipprovdi appoġġ u assistenza lis-Segretarju u liċ-Chairperson fuq il-kwistjonijiet u l-inizjattivi kollha li huma rilevanti għall-pożizzjoni;

ii. Jagħti assistenza kontinwa lis-Segretarju fil-korrispondenza ma' istituzzjonijiet, fosthom, l-Uffiċċju tal-Mistoqsijiet Parlamentari, il-Jobsplus, u l-Kummissarju tal-Protezzjoni tad-Data;

iii. Jgħin fil-kompiti ta' kuljum, li jinkludu l-immaniġġjar u t-tqassim ta' korrispondenza u talbiet għal informazzjoni, iż-żamma ta' rekords, kif ukoll id-dħul u l-aġġornament ta' informazzjoni bbażata fuq sistemi tal-kompjuter u databases;

iv. Iżomm aġġornat mas-sistemi bażiċi tal-kontabbiltà, proċeduri u applikazzjonijiet, u jsegwi t-taħriġ kif mitlub;

v. Jgħin lis-Segretarju fit-tħejjija u l-ipproċessar ta' dokumenti, ittri u korrispondenza rilevanti, għas-seduti tal-appelli u jikkomunika d-deċiżjonijiet tal-Awtorità lill-Appellanti;

vi. Jassisti lis-Segretarju waqt is-seduti tal-appelli, il-kumpilazzjoni u t-tħejjija tal-minuti, it-tħejjija ta' rapporti tal-prestazzjoni tal-Awtorità u jirrappreżenta lill-Awtorità fis-seduti tal-Qorti meta jkun meħtieġ;

2.10 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed;

a. Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Assistant Manager include:

i. Providing support and assistance to the Secretary and the Chairperson on all issues and initiatives that are relevant to the position;

ii. Providing ongoing assistance to the Secretary in corresponding with institutions such as, the Parliamentary Questions Office, Jobsplus and the Commissioner for the Data Protection;

iii. Assists in daily tasks, which include handling and distributing correspondence and requests for information, maintaining records, as well as inputting and updating information based on computer systems and databases;

iv. Keeps up to date with basic accounting systems, procedures and applications, and follows training as requested;

v. Assisting the Secretary in the preparation and processing of documents, letters and relevant correspondence, for the appeals hearings and communicating the Authority's decisions to Appellants;

vi. Assisting the Secretary during appeals hearings, the compilation and preparation of minutes, preparation reports of Authority's performance and representing the Authority, in Court sittings when required;

vii. Jassisti lis-Segretarju fiż-żamma u l-irrekordjar tal-kontijiet u l-infiq kurrenti tal-Awtorità;

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

ix. Iwettaq dmirijiet oħra li jistgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju u ċ-Chairperson tal-Awtorità;

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

vii. Assisting the Secretary in recording the accounts of the day-to-day expenditure of the Authority;

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

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

x. 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'.

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;

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) fil-Work and Human Resources Managment 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 Administrationjew 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-Work and Human Resources Management or 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.

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: Malti jew Ingliż jew Matematika jew Accounts, 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: Malti jew Ingliż jew Matematika jew Accounts).

*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.

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 qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, equivalent*) in Work and Human Resources Management or Training and Development or Public Administration or Public Management or Corporate Governance and Leadership or Leadership and Organisational Behaviour or Management an Leadership or Strategy, Leadership and Change Management or Industrial Relations and Workplace Learning or Business Administration 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 Work and Human Resources Management or Training and Development or Public Administration or Public Management or Corporate Governance and Leadership or Leadership and Organisational Behaviour or Management an Leadership or Strategy, Leadership and Change Management or Industrial Relations and Workplace Learning or Business Administration, 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: Maltese or English or Mathematics or Accounts) 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: Maltese or English or Mathematics or Accounts).

*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.

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.

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 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) 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/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.

**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 hija100% 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 tat-Taqsmina Riżorsi Umani, Ministeru 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 kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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;

**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 Human Resources Section, Ministry for Home Affairs, Security and Employment, 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). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 mit-Taqsima Riżorsi Umani, Ministeru għall-Intern, is-Sigutà 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.

Is-sit elettroniku u l-indirizz elettroniku tad-dipartiment/diviżjoni/direttorat huma (www.homeaffairs.gov.mt) u (recruitment.mhse@gov.mt).

Id-9 ta' Awwissu, 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).

1. Is-Segretarju Permanenti, Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, jilqa' applikazzjonijiet għall-post ta' Manager I fi ħdan id-Dipartiment għall-Istrateġija Edukattiva u l-Ħarsien tal-Kwalità fil-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' probation/prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut

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.

The website address and email address of the receiving department/division/directorate are (www.homeaffairs.gov.mt) and (recruitment.mhse@gov.mt).

9th August, 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. The Permanent Secretary, Ministry for Education, Sport, Youth, Research and Innovation, invites applications for the post of Manager I within the Education Strategy and Quality Assurance Department in 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

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 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 degree 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 in 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 in 2024) 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 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.

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.

2.10 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni li għalih saret l-applikazzjoni.

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 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 accordance with established vacancies.

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

2.10 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to

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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.11 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Manager I jinkludu li:

i. Jassisti fit-tħejjija ta' estimi finanzjarji u ppjanar ekonomiku;

ii. Jiġbor u jżomm data u statistika rilevanti;

iii. Jirrapporta lil maniġer superjuri (Regulatory and Compliance) u/jew assistent direttur u/jew lid-direttur dwar ix-xogħol li jkun twettaq;

iv. Jassisti u jappoġġa lill-maniġment fejn jirrigwarda r-regolazzjoni, il-verifika, ir-riċerka u r-rappurtar dwar is-sistema edukattiva fl-età obbligatorja u mhux, fl-istituzzjonijiet edukattivi f'Malta u f'Għawdex sabiex jiżgura li jitħarsu l-politiki u l-provvedimenti stipulati fl-Att tal-Edukazzjoni, kif ukoll politiki u provvedimenti oħra tal-MEYR;

v. Jassisti u jappoġġa lill-maniġment fil-proċeduri ta' monitoraġġ li jassiguraw l-osservanza u l-implimentazzjoni tal-provvedimenti ta' liġijiet u regolamenti li jirrigwardaw l-edukazzjoni jew istituzzjonijiet edukattivi;

appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.11 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed;

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager I include:

i. Assisting in the preparation of budgets and business planning;

ii. Collecting and maintaining relevant data and statistics;

iii. Reporting to senior manager (Regulatory and Compliance) and/or assistant director and/or director on work assignments carried out;

iv. Assisting the management in the regulation, verification, research and reporting on pre-compulsory and compulsory education in educational institutions in Malta and Gozo to ensure that the policies and provisions laid down in the Education Act, as well as other policies and provisions of MEYR are adhered to;

v. Assisting in the management of the monitoring procedures which ensure compliance and implementation of the provisions of laws and regulations dealing with matters relating to education;

vi. Jagħti sehmu fil-proċess tal-applikazzjonijiet għall-ħruġ ta' liċenzja skont l-att tal-edukazzjoni, liġijiet oħra relatati u r-responsabbiltà tad-dipartiment li jirregola;

vii. Jikkontribwixxi għal rapporti varji, li jistgħu joriġinaw minn ħtiġiet interni, nazzjonali jew internazzjonali;

viii. Jagħti sehmu fl-ifformular, iż-żamma u l-aġġornament tal-politiki, proċessi u proċeduri kif ikun mitlub jagħmel;

ix. Iżomm ruħu aġġornat ma' leġiżlazzjoni rilevanti u politiki tal-Gvern. Barra dan, isegwi taħriġ kontinwu kif ikun mitlub;

x. Jieħu sehem f'konferenzi, workshops u laqgħat internazzjonali dwar regolazzjoni u compliance kif meħtieġ;

xi. Jikkontribwixxi, jaqsam u jimplimenta l-missjoni u l-viżjoni tad-dipartiment;

xii. Jintegra l-perspettiva tal-ġeneru fi programmi u inizjattivi tad-direttorati;

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

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

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

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

vi. Contributing towards the processing of applications for the issuing of a licence as set by the education act, other related legislations and the department's responsibility to regulate;

vii. Contributing to the various publications and reports, which may stem from internal, national or international requirements;

viii. Contributing towards the formulating, maintaining and updating of policies, processes and procedures as required;

ix. Keeping abreast with relevant legislation and Government policies. Also keeping abreast with relevant continuous professional development as directed;

x. Networking with bodies and participating in international conferences, workshops and meetings related to Regulation and Compliance as needed;

xi. Contributing to, sharing and implementing the department's vision and mission;

xii. Integrating the gender perspective in programmes and initiatives of the directorates;

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

xiv. Undertake 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. 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 Ingliża;

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) f'Regulation u/jew Compliance jew Education jew Management jew Health and Safety jew Social Wellbeing jew Public Policy jew Legal Studies jew Communications jew Commerce jew Psychology, 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

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;

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 Regulation and/or Compliance or Education or Management or Health and Safety or Social Wellbeing or Public Policy or Legal Studies or Communications or Commerce or Psychology, 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

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 kwalifka ma tintlaħaqx, il-ħatra, għal din ir-raġuni, tiġi awtomatikament terminata.

**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%.

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 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.

**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 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 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-Edukazzjoni online **biss** (https://edurecruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija **s-**1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tlieta, 27 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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).

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, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Tuesday, 27th August, 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 and time of this call for applications, 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).

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

Id-9 ta' Awwissu, 2024

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

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

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

Il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni (MEYR), jixtieq jiġbed l-attenzjoni tal-applikanti interessati li l-ebda forma ta' abbuż fuq it-tfal mhuwa tollerat. Fil-proċess tar-reklutaġġ, l-MEYR jimxi mal-Liġi Sussidjarja 327.546 (Regolamenti tal-2016 dwar ir-Reklutaġġ, Taħriġ Inizjali u Żvilupp Professjonali Kontinwu u Protezzjoni ta' Minorenni fl-Edukazzjoni Obbligatorja).

1. Is-Segretarju Permanenti, Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, jilqa' applikazzjonijiet għall-post ta' Education Support Practitioner fi ħdan il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni fil-qasam li ġej:

*Early Intervention*

**Termini u Kundizzjonijiet**

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

2.2 Is-salarju ta' Education Support Practitioner huwa ta' Skala ta' Salarju 10, li fis-sena 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' Education Support Practitioner fi Skala ta' Salarju 10 titla' fi Skala ta' Salarju 9 (€25,589.02 x €447.33 - €28,273.00) wara ħames (5) snin servizz bħala Education Support Practitioner fi Skala ta' Salarju 10, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna fil-grad ta' Education Support Practitioner fi Skala ta' Salarju 9 titla' fi Skala ta' Salarju 8 (€27,179.02 x €486.83 - €30,100.00) wara tmien (8) snin servizz bħala Education Support Practitioner fi Skala ta' Salarju 9, dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 Persuna fil-grad ta' Education Support Practitioner (Skala ta' Salarju 10) jew Education Support Practitioner

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

9th August, 2024

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

**Post of Education Support Practitioner in the Ministry for Education, Sport, Youth, Research and Innovation**

*Nomenclatures denoting the male gender include also the female gender.*

The Ministry for Education, Sport, Youth, Research and Innovation (MEYR), would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. MEYR adheres to S.L.327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process.

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

*Early Intervention*

**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 Education Support Practitioner 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 Education Support Practitioner in Salary Scale 10 will progress to Scale 9 (€25,589.02 x €447.33 - €28,273.00 ) on completion of five (5) years service as an Educational Support Practitioner in Salary Scale 10, subject to satisfactory performance

2.4 An Education Support Practitioner in Salary Scale 9 will progress to Salary Scale 8 (€27,179.02 x €486.83 - €30,100.00) on completion of eight (8) years service as an Education Support Practitioner in Salary Scale 9, subject to satisfactory performance.

2.5 An Education Support Practitioner (Salary Scale 10) or an Education Support Practitioner (Salary Scale 9) or an

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

2.6 Persuna maħtura tkun intitolata għal tali benefiċċji oħra, u suġġetta għal tali kundizzjonijiet u obbligi oħra kif jistgħu jkunu stipulati fi kwalunkwe ftehim pertinenti bejn il-Gvern u l-union kompetenti.

2.7 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.8 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Education Support Practitioner (ESP) fil-qasam ta' Early Intervention jinkludu li:

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

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

2.7 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.8 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Education Support Practitioner (ESP) in the area of Early Intervention include:

i. Jagħti sostenn lil min imexxi ċ-childcare centres, l-edukaturi taċ-childcare centres, għalliema fil-mainstream, special educators, learning support educators (LSEs), kindergarten educators (KGEs), personnel tal-iskola, SMT u ġenituri/carers/kustodju fl-iżvilupp ta' varjetà ta' strateġiji li jilħqu l-bżonnijiet individwali tal-istudenti;

ii. Jassessja l-iżvilupp tat-tfal, jiġu ppjanati u mmaniġġjati interventi individwali ġod-djar, childcare centres, skejjel u kulleġġi, bl-involviment tal-familji, KGEs, LSEs u professjonisti oħra;

iii. Joffri pariri u jimplimenta programmi relatati mal-aspett fiżiku, sensorjali, konjittivi, komunikazzjoniu l-ambjent soċjali tat-tfal;

iv. Jassisti fi programmi speċjalizzati ta' intervent individwali jew fi gruppi żgħar għal tfal li għandhom diffikultajiet individwali, il-ġenituri/kustodji u edukaturi fil-kulleġġi, skejjel u childcare centres bħala parti mill-Whole School Approach, jew fl-NSSS;

v. Jaħdem ma' tfal tat-twelid sa ħames snin li jkunu għaddejjin minn problemi ta' żvilupp, diffikultajiet fiżiċi, ta' tagħlim u/jew diffikultajiet oħra;

vi. Jottimizza l-abbilitajiet funzjonali u indipendenza tal-istudent sabiex jipprovdi għajnuna u sapport lill-istudenti, l-familji tagħhom, KGEs/LSEs u prattikanti fl-iskola billi jingħataw attivitajiet speċifiċi, magħżula u kklassifikati;

vii. Jikkonsulta u jaħdem mal-professjonisti fl-NSSS (eż. l-Autism Spectrum Support Team (ASST), l-għalliema tat-tfal b'nuqqas ta' smigħ u dawk neqsin mid-dawl), is-Psycho-Social Team tal-Kulleġġ, NGOs, entitajiet governattivi u aġenziji mhux governattivi, fl-assessjar, fil-bidu u fl-implementazzjoni ta' programmi individwalizzati fid-djar tat-tfal, fil-klassijiet, fl-iskejjel, kulleġġi, childcare centres u fil-komunità;

viii. Jipprovdi għajnuna lill-ġenituri/kustodji fl-ippjanar u l-implimentazzjoni ta' programm edukattiv li huwa strutturat skont il-bżonnijiet tat-tfal u jevalwa u jappoġġja tfal li jiġu referuti miċ-Child Development and Assessment Unit (CDAU), skejjel, childcare centres u/jew ġenituri/kustodji; kif ukoll jappoġġja tfal li jiġu referuti minn Lenti fuq l-Iżvilupp ta' Wliedna;

ix. Jikteb rapporti ta' progress biex jiġu ppreżentati waqt il-Konferenza tal-każ ta' CDAU u jippjana u jagħti sessjonijiet individwali skont il-bżonnijiet tat-tifel/tifla;

x. Jiddokumenta, jimmonitorja u jevalwa interventi, l-assessjar kif ukoll ir-rapporti ta' progress tat-tfal skont l-Individual Educational Plans (IEPs) u jagħti sostenn lit-tfal waqt tranżizzjoni tagħhom mid-dar għaċ-childcare centres u mbagħad għall-iskola;

i. Supporting childcare managers, childcare educators, mainstream classroom teachers, special educators, learning support educators (LSEs), kindergarten educators (KGEs), school personnel, SMT and parents/carers/guardians in the development of a variety of strategies to meet the individual educational needs of children;

ii. Assessing the functional needs of children, plan and manage child-centred interventions within the home/childcare centre, school and college setting, involving families, KGEs, LSEs and other stakeholders;

iii. Offering advice and implement programmes related to the physical, sensory, cognitive, communication and social environment of the child;

iv. Assisting in specialised intervention programmes individually or in small groups for children with individual educational needs, parents/guardians and educators, at college/school/childcare centres as part of a Whole School Approach, or at NSSS;

v. Working with children from birth up to five years of age who are experiencing developmental, cognitive, physical difficulties, learning and/or other difficulties;

vi. Optimising the child's functional ability and independence to provide help and advice to children, their families, KGEs/LSEs and practitioners in school by employing specific, selected and graded activities;

vii. Consulting and liaising with NSSS professionals (e.g. the Autism Spectrum Support Team (ASST), Teachers of the Hearing Impaired and the Visually Impaired), NGOs, government entities and non- governmental agencies in the assessment, initiation and implementation of individualised programmes in the child's home, classrooms, schools, childcare centres and in the community;

viii. Supporting parents/guardians in the planning and implementation of an educational programme that is structured according to the child's needs and assessing and supporting children referred by the Child Development and Assessment Unit (CDAU), schools, childcare centres and/or parents/guardians; as well as supporting children referred through Lenti fuq l-Iżvilupp ta' Wliedna;

ix. Writing progress reports to be presented during the case conference at CDAU and planning and giving individual sessions according to the needs of the child;

x. Documenting, monitoring and evaluating intervention and providing assessment as well as progress reports on children in line with Individual Educational Plans (IEPs) and supporting the child during the transition from home to childcare centers and then to school;

xi. Jiżgura li r-rekords u s-sistemi ta' logging jinżammu tajjeb rigward l-interventi mwettqa ma' kull tifel/tifla filwaqt li jiżgura l-kunfidenzjalitaà f'kull ħin skont id-dispożizzjoni legali eżistenti;

xii. Jaħdem f'kollaborazzjoni mill-qrib mat-tim tal-Kulleġġ tal-Edukazzjoni Psikosoċjali, timijiet tal-immaniġġjar tal-iskejjel, id-dipartiment tan-National School Support Services u professjonisti oħra impjegati ma' entitajiet tal-Gvern u ma' aġenziji mhux governattivi, b'hekk jiġi żgurat l-użu massimu tar-riżorsi għall-benefiċċju tat-tfal;

xiii. Jikkordina ma' assistent direttur (NSSS), principal education support practitioners (PESPs), uffiċjali edukattivi (EOs), HODs (Inklużjoni), KGEs, LSEs u prattikanti oħra rigward il-bżonnijiet tat-tfal bi strateġiji ta' intervent xierqa kif riflessi fil-politika nazzjonali tal-inklużjoni;

xiv. Iżomm ruħu aġġornat ma' żviluppi ġodda fil-qasam ta' intervent bikri, u jattendi taħriġ meta dan ikun disponibbli u jipprovdi informazzjoni u għajnuna permezz ta' metodi differenti li jinkludu telefown, ittri elettroniċi, siti elettroniċi u materjal miktub, filwaqt li jipparteċipa f'riċerka, fi proġetti pilota u Continuing Staff Development;

xv. Ikun responsabbli lejn l-Assistent Direttur (NSSS) u d-Direttur National School Support Services;

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

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

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

Persuna fil-post ta' ESP tista' tintbagħat taqdi dmirijiet fi djar, skejjel, kulleġġi, childcare centres, resource centres u l-NSSS, f'Malta u Għawdex biex tikkontribwixxi għall-implimentazzjoni tal-programm edukattiv individwali jew tal-studenti bi bżonnijiet speċjali f'livell nazzjonali.

Persuna fil-post ta' ESP hija mistennija li twettaq id-dmirijiet tagħha billi tuża t-trasport tagħha stess u tkun intitolata għal rimborż skont id-dispożizzjonijiet tas-sezzjoni 5.4 tal-Manual on Transport and Travel Policies and Procedures.

**Rekwiżiti tal-Eliġibbiltà**

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

xi. Ensuring that records and logging systems are well kept regarding all interventions carried out with each child while ensuring confidentiality at all times in accordance with existing legal provisions;

xii. Working in close collaboration with the College Education Psycho-social team, school management teams, the National School Support Services Department and other professionals employed with government entities and also with non-governmental agencies, thereby ensuring maximum utilisation of resources for the benefit of the children;

xiii. Liaising with assistant director (NSSS), principal education support practitioners (PESPs), senior education support practitioners, education officers (EOs), HoDs (Inclusion), KGEs, LSEs and other practitioners regarding the child's needs with appropriate intervention strategies as reflected in the national policy of inclusion;

xiv. Keeping abreast of new developments in the area of early intervention, and attending training when this is made available and providing information and advice through various methods including telephone, email, website and written materials, while participating in research, pilot projects and Continuing Staff Development;

xv. Being accountable to the Assistant Director (NSSS) and the Director National School Support Services;

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

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

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

An ESP can be deployed to perform duties in homes, schools, colleges, childcare centres, resource centres and NSSS, in Malta and Gozo to contribute to the implementation of the individual educational programme of students with special needs at national level.

An ESP is expected to carry out his/her duties using his/her own transport and will be entitled to reimbursement as per section 5.4 of Manual on Transport and Travel Policies and Procedures.

**Eligibility Requirements**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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' liċenzja valida tas-sewqan; U

iv. fil-pussess ta' degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu ECTS/ECVET,

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; AND

iii. in possession of a valid driving license; AND

iv. in possession of a recognised Bachehlor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET

jew ekwivalenti*) f'Psychology jew Communication Therapy jew Physiotherapy jew Occupational Therapy jew Inclusive and Special Education u/jew Learning Disabilities.

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

credits, or equivalent*) in Psychology or Communication Therapy or Physiotherapy or Occupational Therapy or Inclusive and Special Education and/or Learning Disabilities.

* 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 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.

**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 sa 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjoni**

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, permezz tal-Portal tar-Reklutaġġ tal-Edukazzjoni online **biss** (https://edurecruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija s-1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tlieta, 27 ta' Awwissu, 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.

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.

**Submission of Supporting Documents**

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

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

**Selection Procedures**

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

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.4, 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, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Tuesday, 27th August, 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 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Id-9 ta' Awwissu, 2024

MINISTERU GĦALL-AFFARIJIET BARRANIN U EWROPEJ U L-KUMMERĊ

**Post ta' Manager I fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ**

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

1. Id-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, jilqa' applikazzjonijiet għall-post ta' Manager I fil-Unit tal-Infrastruttura u s-Sigurtà fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ.

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 and time of this call for applications, 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.

9th August, 2024

MINISTRY FOR FOREIGN AND EUROPEAN AFFAIRS AND TRADE

**Post of Manager I in the Foreign and European Affairs and Trade**

*Nomenclatures denoting the male gender include also the female gender.*

1. The Director for Corporate Services, Ministry for Foreign and European Affairs and Trade, invites applications for the post of Manager I in the Infrastructure and Security Unit witihin the Ministry for Foreign and European Affairs and Trade.

**Termini u Kundizzjonijiet**

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

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 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 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 degree 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 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 in 2024) 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 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.

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

**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 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

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.

2.10 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.11 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

a. Barra minn hekk, il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċċettaw ħatra, permezz tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Manager I jinkludu li:

i. Responsabbli għas-sigurtà globali tal-ambaxxati u/jew uffiċċji konsolari u/jew residenzi uffiċjali barra minn Malta u l-ħarsien tal-uffiċjali li jaħdmu fihom;

ii. Jikkompila valutazzjonijiet tar-riskju u tas-sigurtà tal-proprjetajiet barra minn Malta li jaqgħu taħt id-dekasteru tal-Ministeru tal-Affarijiet Barranin u Ewropej u l-Kummerċ u jidentifka riskji, theddid, vulnerabblitajiet u jirrakkomanda proposti biex jiġu immitigati tali riskji;

iii. Jirrappreżenta lil Ministeru fl-laqgħat u/jew working groups f'Malta kif ukoll barra minn Malta;

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.

2.10 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.11 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed;

a. Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

**Duties**

3. The job duties for the post of Manager I include:

i. Be responsible for the overall security for embassies and consular post abroad, official residences abroad and duty of care of personnel therein;

ii. Carry out and compile risk/security assessments for properties abroad falling under the remit of the Ministry for Foreign and European Affairs and Trade and identifying risks, threats, vulnerabilities and recommend countermeasures;

iii. Representing the Ministry in meetings and working groups, locally and abroad;

iv. Jiġbor u janalizza data biex jidentifika ir-riskji u jiżgura konformità, filwaqt li jidentifika opportunitajiet għal titjib;

v. Jidentifika, jinvestiga u jsolvi ksur tas-sigurtà waqt li jippjana, jidderiġi jew jikkordina attivitajiet biex jissalvagwardjaw l-assi, impjegati, u klijenti fost l-oħrajn;

vi. Joħloq, jirrevedi u jimplimenta dokumentazzjoni ta' sigurtà relatati bħal rapporti ta' inċidenti, investigazzjonijiet interni, proċeduri ta' sigurtà bl-użu ta' protokolli stabbiliti kif meħtieġ;

vii. Jmexxi t-tim ta' professjonisti tas-sigurtà u jaqdi dmirijiet bħal taħriġ u appoġġ tal-impjegati, rosters, assenjazzjoni ta' kompiti speċifiċi, w evalwazzjoni tal-prestazzjoni;

viii. Jirrakkomanda, jimmaniġġja u jimplimenta proċeduri ta' sigurtà u sistemi ta' sigurtà, inkluż sistemi ta' sorveljanza tal-faċilitajiet kollha fi ħdan l-organizzazzjoni;

ix. Jattendi laqgħat u taħriġ, lokali jew barra minn Malta, biex jkun aġġornat dwar kwalunkwe tibdil u/jew avvanzi ġodda li jolqtu operazzjonijiet tas-sigurtà fi ħdan l-organizzazzjoni;

x. Jikkordina l-operazzjonijiet u l-attivitajiet tas-sigurtà mad-diversi faċilitajiet li jaqgħu fi ħdan l-organizzazzjoni, it-tim tal-maniġment superjuri, u aġenziji oħra kif meħtieġ;

xi. Jassisti fl-immaniġġjar ta' emerġenzi u fl-ippjanar ta' kontinġenza, jidentifika, jinvestiga jew isolvi ksur tas-sigurtà u jirrispondi għal theddid ta' bombi, allarmi tan-nar, allarmi ta' intrużjoni, evakwazzjoni, eċċ., f'konformità mal-policies u l-proċeduri ta' sigurtà;

xii. Jagħmel użu mis-sistemi tat-Teknoloġija tal-Informatika li jkunu qed jintużaw fil-Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ;

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

iv. Collate and analyse data to identify risks and ensure compliance whilst identifying opportunities for improvement;

v. Identify, investigate and resolve security breaches whilst planning, directing or coordinating activities to safeguard assets, employees, and clients amongst others;

vi. Create, review and implement relative security documentation such as incident reports, internal investigations, security policies and procedures as necessary using established protocols;

vii. Manage and lead the team of security professionals and perform duties such as staff training and support, assigning specific tasks, and evaluating performance;

viii. Recommend, manage and implement security procedures and security systems including surveillance systems for all the facilities within the remit of the organization;

ix. Attend meetings and training, locally and abroad, to keep abreast of any changes and/or new advancements impacting security operations within the organization;

x. Coordinate security operations and activities with the various facilities within the remit of the organization, senior management team, and other agencies as necessary;

xi. Assist in emergency management and contingency planning, identify, investigate or resolve security breaches responding to bomb threats, fire alarms, intrusion alarms, evacuation, etc., in line with the Security Policies and Procedures;

xii. Make use of the Information Technology systems which may be in operation within the Ministry for Foreign and European Affairs and Trade;

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

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

**Eligibility Requirements**

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

i. a. citizens of Malta; or

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

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

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

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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;

Kandidati li ma jkollhomx Livell 1 tal-MQF fil-lingwa Maltija, iridu jattendu u jgħaddu b'suċċess fl-assessjar mill-kors 'Maltese Language 1' offrut mill-Istitut għas-Servizzi Pubbliċi. L-attendenza għal dan il-kors flimkien mal-kisba tal-Livell 1 tal-MQF għandhom jitlestew qabel il-konferma tal-ħatra, jiġifieri fi żmien tnax-il (12) xahar mill-ingaġġ. Jekk il-persuna tonqos milli tippreżenta evidenza li għaddiet il-kors b'suċċess u attendiet sal-aħħar tal-perjodu ta' prova

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

Candidates who do not possess 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 Public Services. Attendance for such course, together with attainment of MQF Level 1 are to be completed before confirmation of appointment, i.e. within twelve (12) months from engagement. Failure to present evidence of successful pass and attendance by the end of probationary

(jiġifieri tnax-il (12) xahar mill-ingaġġ), awtomatikament tintilef il-kariga msemmija hawn fuq.

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta fil-Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Public Administration, jew Public Management, jew Corporate Governance and Leadership, jew Leadership and Organisational Behaviour, jew Management and Leadership, jew Strategy, jew Leadership and Change Management, jew Business Administration, jew Sociology, jew Community Studies, jew Training and Development, jew Work and Human Resource Management, 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 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,

period (i.e. twelve (12) months from engagement) will result in automatic termination of the post in caption.

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Public Administration, or Public Management, or Corporate Governance and Leadership or Leadership and Organisational Behaviour, or Management and Leadership, or Strategy, Leadership and Change Management, or Business Administration, or Sociology, or Community Studies, or Training and Development, or Work and Human Resource Management, 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.

**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 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjonijiet**

7. 1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija **s-**1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

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.

**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 4.3, have proven relevant work experience.

**Submission of Applications**

7.1 Applications are to be submitted, for the attention of the Director for Corporate Services, Ministry for Foreign and European Affairs and Trade, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 mit-Taqsima tar-Riżorsi Umani, Ministeru għall-Affarijiet Barranin u Ewropej u l-Kummerċ, 331, Allied House, Triq San Pawl, Il-Belt Valletta. Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku, in-numru ta' kuntatt u l-indirizz elettroniku tad-Dipartiment huma (www.foreign.gov.mt), (+356) 2204 3359 u (www.foreign.gov.mt).

Id-9 ta' Awwissu, 2024

MINISTERU GĦAT-TURIŻMU U L-INDAFA PUBBLIKA

**Post ta' Senior Manager (Research) fil-Ministeru għat-Turiżmu u l-Indafa Pubblika**

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

1. Is-Segretarju Permanenti, Ministeru għat-Turiżmu u l-Indafa Pubblika, jilqa' applikazzjonijiet għall-post ta' Senior Manager (Research) fil-Ministeru għat-Turiżmu u l-Indafa Pubblika.

**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 Human Resources Department, Ministry for Foreign and European Affairs and Trade, 331, Allied House, Triq San Pawl, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address, contact number and email address of the receiving Department are (www.foreign.gov.mt), (+356) 2204 3359 and (recruitment.mfet@gov.mt).

9th August, 2024

MINISTRY FOR TOURISM AND PUBLIC CLEANLINESS

**Post of Senior Manager (Research) in the Ministry for Tourism and Public Cleanliness**

*Nomenclatures denoting the male gender include also the female gender.*

1. The Permanent Secretary, Ministry for Tourism and Public Cleanliness, invites applications for the post of Senior Manager (Research) in the Ministry for Tourism and Public Cleanliness.

**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' Senior Manager huwa ta' Skala ta' Salarju 5, li fl-2024 huwa ta' €32,533.98 fis-sena, li jiżdied b'€640.67 fis-sena sa massimu ta' €36,378.

2.4 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom, u ħlas ta' allowance tal-klassi annwali 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 fil-qasam tar-Riċerka, skont il-postijiet vakanti stabbiliti.

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

2.7 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni 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 sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.8 Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta' Kunflitti ta' Interess fl-Amministrazzjoni Pubblika', maħruġ mis-Segretarju Permanenti Ewlieni fis-27 ta' Novembru, 2023, u li daħal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

a. Il-kandidat/i magħżul/a jkun/u meħtieġ/a jimla/jimlew id-Dikjarazzjoni disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)), peress li din il-kariga/pożizzjoni hija fi skala ta' salaraju 5 jew ogħla.

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€32,533.98 per annum, rising by annual increments of €640.67 up to a maximum of €36,378.

2.4 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 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 Research, in accordance with established vacancies.

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

2.7 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates from outside the Public Service must produce a certificate of conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

2.8 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported to the respective Permanent Secretary, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed.

a. The selected candidate/s will be required to fill in the Declaration available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)), since this post/position is in salary scales 5 or higher.

**Dmirijiet**

3. Id-dmirijiet għal dan il-post ta' Senior Manager (Research) jinkludu li:

i. Iżomm ruħu aġġornati, janalizza u jipprovdi l-appoġġ u r-rakkomandazzjonijiet meħtieġa dwar il-kwistjonijiet u l-inizjattivi kollha li huma rilevanti għall-iżvilupp u l-evalwazzjoni ta' dokumenti ta' politika u strateġiċi;

ii. Jipprovdi lid-dipartimenti, entitajiet tal-Ministeru u partijiet interessati, b'informazzjoni analizzata, f'waqtha u aġġornata dwar azzjonijiet u inizjattivi nazzjonali, tal-UE u internazzjonali li jaqgħu taħt il-kompetenza tal-Ministeru;

iii. Isegwi kwistjonijiet relatati mal-politika, ifassal rapporti kif meħtieġ u jwieġeb għal talbiet ta' deċiżjonijiet ta' politika jew informazzjoni meħtieġa minn ministeri oħra u/jew mill-UE jew istituzzjonijiet internazzjonali, wara l-konsultazzjonijiet meħtieġa;

iv. Jiskrutinizza proposti għal regolamenti u direttivi tal-UE, komunikazzjonijiet, rapporti u dokumenti oħra li jaqgħu taħt il-kompetenza tal-Ministeru jew fejn il-Ministeru għandu rwol parteċipi jew sekondarju u janalizza l-implikazzjonijiet tagħhom u jagħti rakkomandazzjonijiet kif meħtieġ;

v. Jieħu rwol ewlieni fit-traspożizzjoni tad-direttivi u jimmonitorja l-konformità u l-obbligi li joħorġu mir-regolamenti u d-direttivi tal-UE kif ukoll il-konvenzjonijiet internazzjonali u bilaterali;

vi. Jirriċerka u jikkonsulta mal-partijiet interessati interni u esterni biex ifassal kwalunkwe linji gwida konsolidati meħtieġa, noti ta' istruzzjoni, dokumenti ta' pożizzjoni, noti ta' taħdit u noti ta' informazzjoni dwar il-proposti, il-leġiżlazzjoni u l-politiki tal-UE, internazzjonali u nazzjonali;

vii. Jieħu rwol ewlieni fl-iżvilupp u l-implimentazzjoni ta' inizjattivi relatati mal-politika inklużi dawk iffinanzjati mill-Unjoni Ewropea;

viii. Jirriċerka biex jiġu identifikati opportunitajiet ta' finanzjament għall-Ministeru u l-entitajiet tiegħu u jwassal din l-informazzjoni lill-partijiet interessati kif meħtieġ;

ix. Jikkordina ma' entitajiet u dipartimenti interni u mas-SAMB dwar kwistjonijiet relatati mal-konformità, ir-rappurtar u l-iskemi ta' għajnuna mill-Istat;

x. Jirrappreżenta lill-Ministeru f'kumitati, konferenzi, seminars u laqgħat relatati mal-politika, l-affarijiet internazzjonali, l-affarijiet tal-UE u l-finanzjament tal-UE u jieħu rwol proattiv f'azzjonijiet ta' segwitu kif meħtieġ;

xi. Jirriċerka u jikkordina mal-partijiet interessati interni u esterni biex jiġbor u janalizza d-data meħtieġa

**Duties**

3. The job duties for the post of Senior Manager (Research) include:

i. Keep abreast, analyse and provide the necessary support and recommendations on all issues and initiatives that are relevant for the development and evaluation of policy and strategic documents;

ii. Provide line departments, entities and stakeholders with analysed, timely and updated information about national, EU and international actions and initiatives falling within the remit of the Ministry;

iii. Follow up on policy-related issues, draw up reports as may be necessary and respond to requests for policy decisions or information, required by other ministries and/or the EU or international institutions, following the necessary consultations;

iv. Scrutinize proposals for EU regulations and directives, communications, reports and any other documents which fall under the remit of the Ministry, or where the Ministry has a participating or secondary role, assess their implications and provide recommendations accordingly;

v. Take a leading role in the transposition of directives and monitor compliance and obligations emanating from EU regulations and directives as well as international and bilateral conventions;

vi. Research and consult with internal and external stakeholders to draw up any necessary consolidated guidelines, instruction notes, position papers, speaking notes and briefing notes on EU, international and national proposals, legislation and policies;

vii. Take a leading role in the development and implementation of initiatives related to policy including those funded through the European Union;

viii. Research to identify funding opportunities for the Ministry and its entities and provide this information to interested stakeholders accordingly;

ix. Coordinate with internal entities/departments and the SAMB on issues related to state aid compliance, reporting and aid schemes;

x. Represent the Ministry in committees, conferences, seminars and meetings related to policy, international affairs, EU affairs and EU funding and take a proactive role in follow-up actions as necessary;

xi. Research and coordinate with internal and external stakeholders to collate and analyze data needed to contribute

biex jikkontribwixxi għall-kwestjonarji, stħarriġ u għodod ta' monitoraġġ internazzjonali, u tkun żgurata azzjoni kkordinata u f'waqtha;

xii. Jikkordina mal-partijiet interessati interni u esterni rilevanti dwar kwistjonijiet relatati mal-ipproċessar tal-leġiżlazzjoni;

xiii. Jipprovdi tmexxija u gwida dwar il-kompiti ta' kuljum imwettqa mill-uffiċjali fi ħdan id-Direttorat, jimmonitorja l-prestazzjoni tas-subordinati u jipprovdi feedback kostruttiv biex jiżgura li l-livelli ta' prestazzjoni jibqgħu għoljin;

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

Iwettaq kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

**Rekwiżiti tal-Eliġibbiltà**

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

to international questionnaires, international surveys as well as international monitoring and data tools in a manner that ensures timely and co-ordinated action;

xii. Coordinate with the relevant internal and external stakeholders on matters related to the processing of legislation;

xiii. Provide leadership and guidance on the daily tasks performed by the officers within the Directorate, monitor performance of subordinates and provide constructive feedback to ensure that performance levels remain high;

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

xv. Perform 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

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 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-European Studies jew International Relations jew Diplomatic Studies jew Mediterranean Studies jew Islands and Small States jew Tourism Studies jew Public Policy jew Law jew Sociology, jew f'oqsma rilevanti kif determinat mill-maniġment.

*Kwalifika ta' Master's rikonoxxuta b'minimu ta' 60 krettu ECTS/ECVET hija aċċettata biss bilkundizzjoni 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 l2009) 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, liema grad l-impjegat li għandu jkun ikkonfermat. Kwalunkwe esperjenza oħra relatata fil-qasam meħtieġa għall-grad imsemmi hawn fuq, fi, jew komparabbli ma', Skala ta' Salarju 7 fis-Servizz Pubbliku, li l-applikant jista' jkollu jista' jkun 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

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 credits, or equivalent*) in European Studies or International Relations or Diplomatic Studies or Mediterranean Studies or Islands and Small States or Tourism Studies or Public Policy or Law or Sociology, 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 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.

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 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

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.

**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 4.3 hawn fuq, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

**Sottomissjoni tal-Applikazzjoni**

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tas-Sezzjoni tar-Riżorsi Umani, Ministeru

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 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.

**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 4.3, 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 Tourism

għat-Turiżmu u l-Indafa Pubblika, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija **s-**1.30 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 26 ta' Awwissu, 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 u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, 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 mis-Sezzjoni tar-Riżorsi Umani fi ħdan id-Direttorat għas-Servizzi Korporattivi, Ministeru għat-Turiżmu u l-Indafa Pubblika, 233, Triq ir-Repubblika, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tas-sezzjoni huma (http://www.tourism.gov.mt) u (http://hr.mtp@gov.mt).

Id-9 ta' Awwissu, 2024

and Public Cleanliness, 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). The closing date of the receipt of applications is 1.30 p.m. (Central European Time) of Monday, 26th August, 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 and time of this call for applications, 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 within the Corporate Services Directorate, Ministry for Tourism and Public Cleanliness. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving section are (http://www.tourism.gov.mt) and (hr.mtp@gov.mt).

9th August, 2024

TRANSPORT MALTA

**Avviż lis-Sidien ta' Vetturi li Tneħħew mit-Triq**

Skont ir-Regolamenti dwar l-Ikklampjar u t-Tneħħija ta' Vetturi bil-Mutur u Oġġetti ta' Ingombru SL.65.13, Transport Malta qiegħda b'dan l-avviż tippubblika lista ta' vetturi li tneħħew mit-toroq għar-raġuni li marru kontra l-Att dwar ir-Reġistrazzjoni ta' Vetturi bil-Mutur (Kap. 368) u Regolamenti dwar ir-Reġistrazzjoni u l-Liċenzjar ta' Vetturi bil-Mutur, L.S. 368.02 u li ma ttiħdux lura mis-sidien legali tagħhom.

Il-lista tinkludi deskrizzjoni tal-vettura. Dawn il-vetturi qed jiġu miżmuma fil-compound ta' Transport Malta.

Is-sidien rispettivi huma ġentilment mitluba sabiex jieħdu lura l-vettura tagħhom mingħand Transport Malta billi jissottomettu prova li huma s-sidien tal-vettura inkwistjoni filwaqt li għandu jsir il-ħlas tat-taxxa tar-reġistrazzjoni applikabbli, liċenzji, kontravenzjonijiet u miżati amministrattivi oħra li jkunu dovuti.

Vetturi li jibqgħu mhux miġbura u li għalihom ma jsir l-ebda ħlas għal-liċenzji, kontravenzjonijiet, taxxa applikabbli u drittijiet oħra sa 16 ta' Awwissu, 2024, se jiġu rkantati u, jekk mhux mibjugħa, se jiġu meqruda.

Aktar informazzjoni tista' tinkiseb bin-numru tat-telefown 2556 4134 mis-7.30 a.m. sa nofsinhar, jew permezz ta' ittra elettronika lil (auctions.tm@transport.gov.mt).

| Għamla | Mudell | Kulur | Nru. Ta' Reġistrazzjoni/ Chassis | Lokalità ta' tneħħija |
|---|---|---|---|---|
| *Make* | *Model* | *Colour* | *Registration/Chassis Number* | *Locality of removal* |
| Skoda | Felicia | Ikħal | CBG102 | Il-Gudja |
| Mercedes | CD1 | Griż | BP275KY | Il-Gudja |
| Peugeot | 207 | Abjad | ELN411 | Tal-Pietà |
| SsangYong | Tivoli | Ikħal | GLY276 | San Ġiljan |
| Ford | Transit | Abjad | JBP979 | San Ġiljan |

Id-9 ta' Awwissu, 2024

FORZI ARMATI TA' MALTA

**Estensjoni ta' Pembroke Ranges – 20 ta' Awwissu, 2024**

B'referenza għall-programm ta' sparar attiv datata 5 ta' Ġunju, 2024, dan l-uffiċċju qed isejjaħ l-attivazzjoni ta' LMD-06 mis-7.00 a.m. sal-4.00 p.m. nhar it-Tlieta, 20 ta' Awwissu, 2024.

Id-9 ta' Awwissu, 2024

TRANSPORT MALTA

**Notice to Owners of Vehicles Removed from the Road**

In accordance with the Clamping and Removal of Motor Vehicles and Encumbering Objects Regulations SL.65.13, Transport Malta is hereby publishing a list of vehicles that were removed from the road for being in breach of the Motor Vehicles Registration and Licensing Act (Cap. 368) and the Registration and Licensing of Motor Vehicles Regulations S.L. 368.02 and which have not been retrieved by their lawful owners.

The list includes a description of the removed motor vehicle. The vehicles are currently being stored at Transport Malta's compound.

Respective owners are to retrieve their motor vehicle from Transport Malta upon submission of proof of ownership and upon payment of the applicable registration tax, licences, contraventions and other administration fees that may be due.

Vehicles which are not retrieved and for which any applicable registration tax, licences, contraventions and other fees are not paid by 16th August, 2024, will be auctioned and, if not sold, will be destroyed.

Further information may be obtained on tel. number 2556 4134 from 7.30 a.m. till noon, or by email to (auctions.tm@transport.gov.mt).

9th August, 2024

ARMED FORCES OF MALTA

**Extension of Pembroke Ranges – 20th August, 2024**

With reference to the Live Fire Programme letter dated 5th June, 2024, this office is requesting activation of LMD-06 from 7.00 a.m. till 4.00 p.m. on Tuesday, 20th August, 2024.

9th August, 2024

BORD TAL-KOPERATTIVI

**(Att Nru. XXX tal-2001 dwar Soċjetajiet Koperattivi)**

**Avviż ta' Reġistrazzjoni**

**Ordni Nru. 11**

Ngħarrfu b'dan illi s-Soċjetà li ġġib l-isem 'No Barriers Cooperative Ltd' u l-istatut tagħha ġew reġistrati mill-Bord tal-Koperattivi fid-29 ta' Lulju 2024, skont id-dispożizzjonijiet tal-artikolu 29 (1) tal-Att Numru XXX tal-2001.

Is-Sur Joseph Abela
Chairman
Bord tal-Koperattivi

Id-29 ta' Lulju 2024
CB 34/79/163

CO-OPERATIVES BOARD

**(Co-operative Societies Act No. XXX of 2001)**

**Notice of Registration**

**Order No. 11**

It is hereby notified that the Society with the name 'No Barriers Cooperative Ltd' and its statute were registered by the Co-operatives Board on the 29th July, 2024, in accordance with the provisions of Article 29 (1) of Act No. XXX of 2001.

Mr Joseph Abela
Chairman
Co-operatives Board

29th July, 2024

KUMMISSJONI NAZZJONALI
GĦALL-PROMOZZJONI TAL-UGWALJANZA

Lista ta' offerti u kwotazzjonijiet mogħtija mill-Kummissjoni Nazzjonali għall-Promozzjoni tal-Ugwaljanza matul il-perjodu bejn l-1 ta' Jannar, 2024 u t-30 ta' Ġunju, 2024, ippubblikata skont l-Artikolu 111(2) tar-Regolament dwar il-Kuntratti Pubbliċi L.N. 352/2016.

Id-9 ta' Awwissu, 2024

NATIONAL COMMISSION
FOR THE PROMOTION OF EQUALITY

List of tenders and quotations awarded by the National Commission for the Promotion of Equality during the period between 1st January, 2024 and 30th June, 2024, published in terms of Article 111(2) of the Public Procurement Regulations L.N. 352/2016.

9th August, 2024

**Offerti/*Tenders***

| Numru ta' Referenza tal-Offerta<br>*Tender Reference No.* | Isem tal-Offerta/Suġġett tal-Offerta<br>*Name of Tender/Subject of Tender* | Data tal-Għotja<br>*Award Date* | Isem il-Kuntrattur<br>*Contractor's Name* | Valur tal-Kuntratt eskluża l-VAT<br>*Contract Value excl. VAT* |
|---|---|---|---|---|
| SPD4/2023/064 | Provision of Accounting Services | 26/01/2024 | Borg Galea Audit Limited | €20,799.72 |

**Kwotazzjonijiet/*Quotations***

| Numru ta' Referenza tal-Kwotazzjoni<br>*Quotation Reference no.* | Isem tal-Kwotazzjoni/Suġġet tal-Kwotazzjoni<br>*Name of Quotation/Subject of Quotation* | Data tal-Għotja<br>*Award Date* | Isem il-Kuntrattur<br>*Contractor's Name* | Valur tal-Kuntratt eskluża l-VAT<br>*Contract Value excl. VAT* |
|---|---|---|---|---|
| QT/05/2024 | Venues and Refreshments for NCPE's International Women's day Conference | 14/02/2024 | GCS Accounting Malta Limited | €4,538.83 |
| QT/14/2023 | Leasing of a multifunction Printer | 27/02/2024 | S.G. Solutions Ltd | €5,756.76 |
| QT/13/2024 | Venues and Refreshments for NCPE Annual General Meeting 2024 | 04/06/2024 | Villa Arrigo Ltd | €6,311.50 |

TRADE MALTA LTD

Lista ta' direct orders u kwotazzjonijiet mogħtija minn Trade Malta Ltd matul il-perjodu bejn l-1 ta' Jannar, 2024 u t-30 ta' Ġunju, 2024, ippubblikata skont l-Artikolu 111(2) tar-Regolamenti tal-2016 dwar il-Kuntratti Pubbliċi u skont struzzjonijiet maħruġa b'Ċirkulari tal-MFEI 11/2011 tal-11 ta' Ottubru, 2011.

Id-9 ta' Awwissu, 2024

TRADE MALTA LTD

List of direct orders and quotations awarded by Trade Malta Ltd during the period between 1st January, 2024 and 30th June, 2024, published in terms of Regulation 111(2) of the Public Procurement Regulations and in accordance with MFEI Circular 11/2011 dated 11th October, 2011.

9th August, 2024

**Direct Orders**

It-threshold għal direct orders hija ta' €5,000 eskluża l-VAT. Jekk awtorità tal-kuntratti tqis li direct order taħt it-threshold stabbilita hija ta' importanza sinifikanti, din tista' tiġi inkluża.
*Threshold set for direct orders stands at €5,000 excl. VAT. Should a contracting authority deem that a direct order below the set threshold is of significant importance, it can also be included.*

| Nru. *No.* | Ref. Nru tad-Direct Order *Direct Order Ref. No.* | Isem id-Direct Order/Suġġett tad-Direct Order *Name of Direct Order/ Subject of Direct Order* | Data Approvata *Approval Date* | Kuntrattur *Contractor* | Valur tal-Kuntratt eskluża l-VAT *Contract Value Excluding VAT* |
|---|---|---|---|---|---|
| 1 | DO019/2024 | Rental of 54 square meters of exhibition space and other ancillary services for the maltese pavillion for Libya Build 2024 | 7/2/2024 | Atex Interantional Exhibitions | €20,100.00 |
| 2 | DO025/2024 | Rental of conefrence venues and other ancillary service for the B2B sesssions for the Ethiopia Business Dorum | 21/2/2024 | Ethiopian Skylight Hotel | €10,128.00 |
| 3 | DO068/2024 | Renatla of 80square meters exhbition space and ancillary services for the Maltese pavillion at sial trade in October 2024 in Paris | 11/4/2024 | Comexposium-Sial | €41,280.00 |
| 4 | DO105/2024 | Rental of exhbition spave for the gulfood fair in Feb 2025 in Duabi | 19/6/2024 | Dubai World Trade Centre | €71,680.00 |
| 5 | PO201700209 | Business now features and online and sponsored articles | 25/1/2024 | Content House | €6,500.00 |
| 6 | PO201700125 | Parking facilities for one year | 25/3/2024 | Tigne Point Plc | €7,949.86 |
| 7 | PO201700159 | Kompass subscription for three years for 2 users | 3/5/2024 | Kompass International | €9,930.00 |
| 8 | PO201700158 | Tv advertisting for MIBA 2024 | 3/2/2024 | Mps Ltd | €7,327.95 |
| 9 | | Annual membership fee 2024 | 12/1/2024 | Trade Promotion Europe | €5,000.00 |
| 10 | PO201700160 | Country analysis subscription for a year | 3/5/2024 | The Economist Intelligiance Unit Na | €7,604.00 |

**Kwotazzjonijiet/*Quotations***

It-threshold għal kwotazzjonijiet hija ta' €5,000 eskluża l-VAT. Jekk awtorità tal-kuntratti tqis li kwotazzjoni taħt it-threshold stabbilita hija ta' importanza sinifikanti, din tista' tiġi inkluża.
*Threshold set for quotations stands at €5,000 excl. VAT. Should a contracting authority deem that a quotation below the set threshold is of significant importance, it can also be included.*

| Nru.<br>*No.* | Ref. Nru tal-kwotazzjoni<br>*Quotation Reference Number* | Isem il-kwotazzjoni/Suġġett tal-kwotazzjoni<br>*Quotation Name/Subject of Quotation* | Data Approvata<br>*Award Date* | Kuntrattur<br>*Contractor's Name* | Valur tal-Kuntratt eskluża l-VAT<br>*Contract Value Excl. VAT* |
|---|---|---|---|---|---|
| 1 | PO201700155 | Production of short videos of finalsists for MIBA 2024 | 3/5/2024 | Matthew Muscat Drago | €9,800.00 |
| 2 | PO201700161 | Design for sial food fair Paris and gulfood 2025 | 3/5/2024 | Redorange Image Consultants Ltd | €8,950.00 |
| 3 | PO201700157 | Provision of service to update exporters directory | 3/5/2024 | Business Leaders Malta Ltd | €6,500.00 |

FINANCE MALTA

Lista ta' direct orders mogħtija minn Finance Malta matul il-perjodu bejn l-1 ta' Jannar, 2024 u t-30 ta' Ġunju, 2024.

Id-9 ta' Awwissu, 2024

FINANCE MALTA

List of direct orders issued by Finance Malta during the period between 1st January, 2024 and 30th June, 2024.

9th August, 2024

| Nru ta' Referenza tad-Direct Order<br>*Direct Order Ref. No.* | Isem tad-Direct Order/Suġġett tad-Direct Order<br>*Direct Order Title/ Subject of Direct Contract* | Data tal-Approvazzjoni tal-Kuntratt<br>*Date of approval of Contract* | Isem il-Kuntrattur<br>*Name of Contractor* | Ammont Eskluża l-VAT<br>*Amount excl. VAT* | Nru. ta' Snin<br>*No. of Years* | Noti<br>*Notes* |
|---|---|---|---|---|---|---|
| SERV/1/24-404 | 17th Annual Conference Venue | 15.01.2024 | Spinola Developemnt – Hilton | 7,613.00 | deposit | Annual Conference to be held in November 2024 |
| SERV/2/24 | FDI Training Course | 30.01.2024 | Cambridge | 6,453.00 | one-off | |
| SERV/7/24-304 | Members Networking Event | 14.02.2024 | Phoenicia Hotel | 7,935.00 | one-off | |
| SERV/11/24 | Upagrade of Website | 08.03.2024 | Brandwagon | 7,750.00 | part 1 payment | |
| SERV/12/24-205 | XBRL Event Sponsorship – AV | 14.03.2024 | Powerhouse | 10,505.00 | one-off | |
| SERV/14/24 | PR and Communication Agreement | 02.05.2024 | Corporate Identities | approx 9,600 | 1 year | valid until 30th April 2025 with possibility to renew |

L-AĠENZIJA TAT-TEKNOLOĠIJA TAL-INFORMATIKA TA' MALTA

Skont id-dispożizzjonijiet tal-artikolu 111(2) tar-Regolamenti dwar il-Kuntratti Pubbliċi (A.L. 352 tal- 2016), il-Manager (Contracts and Legal) qed jippubblika il-kuntratti u varjazzjonijiet mgħotija, u li permezz tagħhom ġie konkluż kuntratt matul il-perjodu minn l-1 ta' Jannar, 2024 sat-30 ta' Ġunju, 2024.

Id-9 ta' Awwissu. 2024

MALTA INFORMATION TECHNOLOGY AGENCY

In terms of Regulation 111(2) of the Public Procurement Regulations (L.N. 352 of 2016), the Manager (Contracts and Legal) is hereby publishing a list of contracts and variations awarded, and for which a contract was concluded during the period from 1st January, 2024 to 30th June, 2024.

9th August, 2024

**Offerti/*Tenders***

| Numru ta' Referenza<br>*Reference Number* | Isem tal-Offerta<br>*Tender Name* | Data tal-għotja<br>*Award Date* | Isem tal-Kuntrattur<br>*Name of Contractor* | Valur tal-Kuntratt (€) Eskluża l-VAT<br>*Contract value (€) Excluding VAT* |
|---|---|---|---|---|
| C011/23 | Provision of Online Identity Verification Services | 14/11/2023 | Exigy Limited | 314,750.00 |
| C037/23 | Provision of Customer Care Consultancy and Training Services | 05/12/2023 | IDEA Advisory Services Limited | 72,350.00 |
| C016/23/Lot2 | Provision of Cyber Security Training programmes | 11/12/2023 | Deloitte Services Ltd | 26,985.00 |
| C016/23/Lot3 | Provision of Cyber Security Training programmes | 11/12/2023 | CS-Consulting GmbH | 145,200.00 |
| C060/23 | Consultancy Services for the Maltese Cybersecurity Coordination Centre | 08/01/2024 | PWC Digital Services Malta Ltd | 575,000.00 |
| C067/23 | Provision of Energy Efficient Standard Laptops * | 29/01/2024 | eWorld Ltd | 1,258,470.00 |
| C052/23 | Provision of Security Network Devices, Management tools and services | 02/02/2024 | ICT Ltd | 6,101,508.60 |
| C072/23 | Provision of Consultancy Services for the Establishment of an Enterprise Architecture Plan * | 16/02/2024 | Ernst & Young Ltd | 30,000.00 |
| C077/23 | Provision of waste collection services | 26/02/2024 | WM Environmental Ltd | 7,524.00 |
| C073/23 | Provision of Consultancy Services for planning of Data Governance activities * | 01/03/2024 | Ernst & Young Ltd | 30,000.00 |

* Kuntratt Speċifiku (Proċedura Ristretta taħt DPS)
* *Specific Contract (Restricted Procedure within DPS)*

***Direct Orders***

| Numru ta' Referenza<br>*Reference Number* | Isem<br>*Name* | Data tal-għotja<br>*Award Date* | Isem tal-Kuntrattur<br>*Name of Contractor* | Valur tal-Kuntratt (€) Eskluża l-VAT<br>*Contract value (€) Excluding VAT* |
|---|---|---|---|---|
| C074/23 | Provision of Emotional Intelligence training programme | 04/10/2023 | Karl Grech | 14,169.98 |
| C069/23 | Provision of Recruitment Consultation services | 30/10/2023 | Code.Hub | 34,200.00 |
| C019/16/R01 | Provision of Leasing of Passenger vans | 07/11/2023 | Meli Car Rentals Ltd | 14,600.00 |
| C005/22/R02 | Provision of Annual subscription licenses | 19/11/2023 | Law Business Research Limited (Lexology) | 6,250.00 |
| C015/23/R01 | Provision of Loadmaster subscription Services | 04/12/2023 | ITWAY Hellas S.A | 5,610.00 |
| C088/23 | Provision of renting of storage facilities | 04/12/2023 | Maltapost | 29,960.00 |
| 024/05/R10 | Provision of maintenance and support on Customs hardware | 21/12/2023 | SG Solutions Ltd | 7,500.00 |
| C017/18/R03 | Provision of Lift maintenance agreement | 20/12/2023 | Highrise Lifts | 9,868.46 |
| C002/24 | Provision of maintenance and support Services for DELL equipment ** | 03/01/2024 | Fonicom | 8,880.00 |
| C053/17/R01 | Provision of an Accurate Time Solution including maintenance and support | 05/02/2024 | Computime Ltd | 19,493.25 |
| C037/20/A02 | Provision of Servers and maintenance and support services | 29/02/2024 | Merlin Computers Ltd | 94,246.75 |
| POR056638 | Provision of customised apparel | 28/03/2024 | Roosendaal Trading Ltd | 6,744.50 |
| POR056636 | Provision of firewall software | 28/03/2024 | Smart Technologies Ltd | 7,215.00 |
| POR056637 | Provision of advertising services | 28/03/2024 | Nocemuskata Co Ltd | 22,605.50 |
| POR056801 | Provision of hardware | 04/04/2024 | Merlin Computers Ltd | 23,990.00 |
| C031/24 | Provision of legal Services | 08/04/2024 | GTG Ltd | 5,500.00 |
| POR056884 | Provision of canteen supplies | 09/04/2024 | Roderick Micallef | 6,000.00 |
| POR056885 | Provision of canteen supplies | 09/04/2024 | Malta Dairy Products Ltd | 10,000.00 |
| POR056895 | Provision of canteen supplies | 09/04/2024 | Bartoli Brothers Ltd | 10,000.00 |
| POR056896 | Provision of canteen supplies | 09/04/2024 | Snow White Poultry Ltd | 10,000.00 |
| POR056899 | Provision of canteen supplies | 09/04/2024 | Mosta Bacon Co Ltd | 10,000.00 |
| POR056902 | Provision of maintenance material supplies | 09/04/2024 | RCC Co Ltd | 10,500.00 |
| POR056897 | Provision of canteen supplies | 09/04/2024 | Smina Poultry Products Ltd | 12,000.00 |
| POR056882 | Provision of canteen supplies | 09/04/2024 | Ian Scicluna | 15,000.00 |
| POR056900 | Provision of canteen supplies | 09/04/2024 | Jos Hili & Sons Ltd | 15,000.00 |
| C028/24 | Provision of consultancy services on Data Governance | 16/04/2024 | Dr Deandra Cutajar | 5,000.00 |

| Numru ta' Referenza<br>*Reference Number* | Isem<br>*Name* | Data tal-għotja<br>*Award Date* | Isem tal-Kuntrattur<br>*Name of Contractor* | Valur tal-Kuntratt (€) Eskluża l-VAT<br>*Contract value (€) Excluding VAT* |
|---|---|---|---|---|
| POR056992 | Provision of production material for a new Service | 19/04/2024 | Emineo Ltd | 7,970.00 |
| POR056985 | Provision of customised apparel | 19/04/2024 | Roosendaal Trading Ltd. | 10,275.00 |
| POR056993 | Provision of specialised Cybersecurity training | 19/04/2024 | Neodyme AG | 16,000.00 |
| POR057050 | Provision of network cabling | 06/05/2024 | Malta Fairs & Conventions Centre | 7,726.90 |
| C036/19/R03 | Provision of monitoring and availability services | 08/05/2024 | Zoho Corporation Private Ltd | 16,173.00 |
| POR057104 | Provision of reporting Services | 13/05/2024 | Refinitiv Ltd | 5,845.00 |
| POR057105 | Provision of reporting Services | 13/05/2024 | Refinitiv Ltd | 5,845.00 |
| POR057125 | Provision of service for annual event | 14/05/2024 | NNG Promotions Ltd | 7,788.00 |
| POR057131 | Provision of reporting Services | 15/05/2024 | Diligex Ltd | 10,900.00 |
| POR057159 | Provision of canteen supplies | 17/05/2024 | Ian Scicluna | 10,458.68 |
| C016/24 | Provision of Cloud based tool | 22/05/2024 | Binary Fortress Software Ltd | 16,200.00 |
| POR057249G | Provision of monthly articles | 03/06/2024 | Media Today | 6,600.00 |
| C035/24 | Provision of service for annual event | 03/06/2024 | Westin Dragonara Resort | 21,950.00 |
| POR057277 | Provision of hardware | 05/06/2024 | UTE Electronics GmbH & Co | 9,371.00 |

**Proċedura negozjata mingħajr pubblikazzjoni minn qabel/*Negotiated Procedure without Prior Publication***

| Numru ta' Referenza<br>*Reference Number* | Isem<br>*Name* | Data tal-għotja<br>*Award Date* | Isem tal-Kuntrattur<br>*Name of Contractor* | Valur tal-Kuntratt Eskluża l-VAT<br>*Contract value Excluding VAT* |
|---|---|---|---|---|
| C010/17/R04 | Provision of IBM Informix subscription licences | 04/12/2023 | PTL | 183,786.34 |
| C090/23 | Provision of Web application and API services | 04/12/2023 | Cloudflare Inc | 526,382.28 USD |
| C009/21/R03 | Provision of Rundeck software and services | 04/01/2024 | PagerDuty Inc | 147,000.00 USD |
| C084/22/A04 | Provision of Agreement, products, and services | 29/01/2024 | Environmental Systems Research Institute, Inc | 191,900.00 |
| C055/18/A03 | Provision of Workflow Automation, maintenance and support | 18/04/2024 | ICT Ltd | 232,500.00 |
| C018/18/A05 | Provision of Hybrid Cloud enabling infrastructure and services | 18/04/2024 | 18Squared Consortium | 4,945,556.00 |

** Mogħti wara sejħa għal offerti
** *Awarded following an invitation to tender*

**Varjazzjonijiet/*Variations***

| Nru. ta' Ref. / *Ref. No.* | Nru. tal-Varjazzjoni / *Variation No.* | Isem tal-Offerta / *Tender Name* | Data tal-għotja / *Award Date* | Isem tal-Kuntrattur / *Name of Contractor* | % ta' Varjazzjoni / *% Variation* | Valur oriġinali (€) / *Original value (€)* | Valur tal-varjazzjoni (€) / *Variation value (€)* | Valur finali tal-Kuntratt (€) Eskluża l-VAT / *Final Contract value (€) Excluding VAT* |
|---|---|---|---|---|---|---|---|---|
| C015/20 | A01 | Provision of Workstation Support services for the Ministry of Health | 10/08/2023 | Smart Technologies Ltd | 18.82 | 318,832.20 | 60,000.00 | 378,832.20 |
| C010/22 | A02 | Provision of energy efficient standard laptops | 29/01/2024 | Merlin Computers Ltd | 5.00 | 1,267,125.00 | 63,356.25 | 1,330,481.25 |
| C056/23 | A01 | Framework Agreement for the Procurement of SSL Certificates | 17/02/2024 | Sectigo Limited | 16.89 | 207,396.00 | 35,025.60 | 242,421.60 |
| C033/20A | A04 | Provision of cleaning services | 01/03/2024 | Managing Consulting Service Industry Limited (MCSI) | 2.91 | 418,370.00 | 12,162.17 | 430,532.17 |
| C032/20B | A04 | Provision of security services | 01/03/2024 | Signal 8 Security Services (Malta) Limited | 3.06 | 591,738.00 | 18,131.90 | 609,869.90 |
| C033/20B | A04 | Provision of cleaning services | 14/03/2024 | Floorpul Co.Ltd | 2.56 | 305,292.00 | 7,827.59 | 313,119.59 |
| C032/20A | A05 | Provision of security services | 24/04/2024 | G4S Security Services (Malta) Ltd | 3.82 | 591,738.00 | 22,612.50 | 614,350.50 |

DIRETTORAT TAS-SECTORAL PROCUREMENT

Lista ta' kuntratti ta' offerti mogħtija mid-Direttorat tas-Sectoral Procurement matul il-perjodu bejn l-1 ta' Jannar, 2024 u t-30 ta' Ġunju, 2024, ippubblikata skont ir-Regolament 79(2)(k) tar-Regolamenti dwar l-Akkwist Pubbliku L.S. 601.03.

Id-9 ta' Awwissu, 2024

SECTORAL PROCUREMENT DIRECTORATE

List of tender contracts awarded by the Sectoral Procurement Directorate during the period between 1st January, 2024, and 30th June, 2024, published in terms of Regulation 79(2)(k) of the Public Procurement Regulations S.L. 601.03.

9th August, 2024

OFFERTI: Korp għall-Analiżi ta' Informazzjoni Finanzjarja
*TENDERS: Financial Intelligence Analysis Unit*

| Nru.<br>*No.* | Numru ta' Referenza tal-Offerta<br>*Tender Reference Number* | Titlu tal-Offerta/Suġġett tal-Offerta<br>*Tender Title/Subject of Tender* | Data tal-Għotja<br>*Award Date* | Isem tal-Kuntrattur<br>*Contractor's Name* | Valur tal-Kuntratt Eskluża l-VAT<br>*Contract Value Excl. VAT* |
|---|---|---|---|---|---|
| 1 | SPD7/2023/29 | Tender for the Provision of an Insurance Policy for the Financial Intelligence Analysis Unit (FIAU) | 16/1/2024 | Citadel Insurance plc | €32,084.50 |
| 2 | SPD7/2023/47 | Tender for the supply and delivery of energy efficient I.T. equipment for the Financial Intelligence Analysis Unit (FIAU) – Lot 1 (Laptops and Port Replicators) | 6/6/2024 | Forestals Information Technology Ltd | €28,795.65 |

KORP GĦALL-ANALIŻI TA' INFORMAZZJONI FINANZJARJA (FIAU)

Lista ta' kwotazzjonijiet u direct contracts mogħtija mill-Korp għall-Analiżi ta' Informazzjoni Finanzjarja għall-perjodu bejn l-1 ta' Jannar, 2024 u t-30 ta' Ġunju, 2024, skont l-Artikolu 111(2) tar-Regolamenti dwar l-Akkwist Pubbliku S.L. 601.03.

Id-9 ta' Awwissu, 2024

FINANCIAL INTELLIGENCE ANALYSIS UNIT (FIAU)

List of quotation contracts and direct contracts awarded by the Financial Intelligence Analysis Unit during the period between 1st January, 2024 and 30th June, 2024, published in terms of Regulation 111(2) of the Public Procurement Regulations S.L. 601.03

9th August, 2024

**Kwotazzjonijiet/*Quotations***

| Nru.<br>*No.* | Numru tal-Kwotazzjoni<br>*Quotation Reference Number* | Titlu tal-Kwotazzjoni/ Suġġett tal-Kwotazzjoni<br>*Quotation Title/Subject of Quotation* | Data tal-Għotja<br>*Award Date* | Isem tal-Kuntrattur<br>*Contractor's Name* | Valur tal-Kuntratt Eskluża l-VAT<br>*Contract Value Excl. VAT* |
|---|---|---|---|---|---|
| 1 | FIAU/2023/221 | The provision of soundproof wooden doors at FIAU offices | 26/4/2024 | Shaun Callus Woodworks | €9,750.00 |
| 2 | FIAU/2024/65 | The provision of finishing materials for FIAU offices | 15/4/2024 | Noble Malta | €8,971.02 |
| 3 | FIAU/2024/45 | Supply of laptops | 28/2/2024 | Eworld | €7,169.95 |
| 4 | FIAU/2024/41 | Hiring of venue and catering for event organised by FIAU | 20/2/2024 | The Westin Dragonara Resort | €8,576.27 |

| Nru. | Numru tal-Kwotazzjoni | Titlu tal-Kwotazzjoni/ Suġġett tal-Kwotazzjoni | Data tal-Għotja | Isem tal-Kuntrattur | Valur tal-Kuntratt Eskluża l-VAT |
|---|---|---|---|---|---|
| *No.* | *Quotation Reference Number* | *Quotation Title/Subject of Quotation* | *Award Date* | *Contractor's Name* | *Contract Value Excl. VAT* |
| 5 | FIAU/2024/68 | Rental of venue and food and beverage for 735 delegates attending training provided by the FIAU – Information Sessions on the new EU AML Legislative Package 03.04.24 - 05.04.24 | 14/3/2024 | Malta Business Registry | €9,230.75 |
| 6 | FIAU/2023/245 | Training services | 11/1/2024 | Mindworks Malta | €5,400.00 |
| 7 | FIAU/2023/224 | Rental of equipment for international event hosted in Malta between 29.01.24 - 02.02.24 | 20/11/2023 | Image Systems Ltd | €6,471.93 |
| 8 | FIAU/2023/223 | Photography services for week-long international event hosted in Malta between 29.01.24 - 02.02.24 | 30/11/2023 | Jonathan Borg | €5,550.85 |
| 9 | FIAU/2023/202 | The provision of AV equipment for FIAU offices | 26/2/2024 | Genaudio | €5,324.00 |
| 10 | FIAU/2023/188 | Renting of AV Equipment for international event | 29/1/2024 | Genaudio | €6,412.00 |
| 11 | FIAU/2023/186 | Provision of security personnel and equipment for international event in Malta between 29.01.24 - 02.02.24 | 6/10/2023 | Signal 8 Security | €5,328.00 |
| 12 | FIAU/2023/113 | Interpreting services for international event in Malta between 29.01.24 - 02.02.24 | 26/9/2023 | Esta Lingua | €9,098.81 |
| 13 | n/a | Catering services for internation event hosted in Malta between 03/06/24 - 05/06/24 | 4/3/2024 | Xara Collection | €8,222.03 |

**Direct Orders**

| Nru. | Numru tad-Direct Contract | Titlu tad-Direct Contract/Suġġett tad-Direct Contract | Data tal-Għotja | Isem tal-Kuntrattur | Valur tal-Kuntratt Eskluża l-VAT |
|---|---|---|---|---|---|
| *No.* | *Direct Contract Reference Number* | *Direct Contract Title/Subject of Direct Contract* | *Award Date* | *Contractor's Name* | *Contract Value Excl. VAT* |
| 1 | n/a | Renting of sound equipment for major international event hosted in Malta between 29.01.24 - 02.02.24 | 22/2/2024 | Studio7 | €70,692.00 |
| 2 | n/a | Renting of lights and video equipment for major international event hosted in Malta between 29.01.24 - 02.02.24 | 22/2/2024 | MadAboutVideo | €93,597.50 |

| Nru.<br>*No.* | Numru tad-Direct Contract<br>*Direct Contract Reference Number* | Titlu tad-Direct Contract/Suġġett tad-Direct Contract<br>*Direct Contract Title/Subject of Direct Contract* | Data tal-Għotja<br>*Award Date* | Isem tal-Kuntrattur<br>*Contractor's Name* | Valur tal-Kuntratt Eskluża l-VAT<br>*Contract Value Excl. VAT* |
|---|---|---|---|---|---|
| 3 | n/a | Official reception for 410 delegates attending the international event | 23/2/2024 | The Westin Dragonara Resort | €24,699.70 |
| 4 | n/a | The provision of conference venues (11 meeting rooms) and food & beverage for 457 delegates attending an international event hosted in Malta between 29.01.24 - 02.02.24 | 28/2/2024 | Intercontinental Malta | €127,514.47 |
| 5 | n/a | Catering services for official dinner: 460 delegates attending an international event hosted in Malta | 22/2/2024 | Xara Collection | €38,983.00 |
| 6 | n/a | License for Cvent application to be used during meetings and training organised by the FIAU | 22/3/2024 | Cvent Europe Ltd | €6,650.85 |
| 7 | n/a | Venue hire for the official dinner: 150 delegates attending an international conference organised by the FIAU in June 2024 | 4/4/2024 | MCC | €6,100.00 |
| 8 | n/a | Consultancy services regarding ISO 27001 certification | 20/5/2024 | PGI | €9,339.33 |
| 9 | n/a | Annual license and support agreement for CASPAR system | 18/3/2024 | ICON Studios | €7,380.00 |
| 10 | n/a | Extended annual license and support agreement for the new functionalities implemented in CASPAR system | 23/5/2024 | ICON Studios | €8,220.69 |
| 11 | n/a | Enhancements in CASPAR system | 22/2/2024 | ICON Studios | €50,000.00 |
| 12 | n/a | Renewal for IBM i2 Analyst's Notebook licences for 1 year | 11/1/2024 | PTL Ltd | €17,602.80 |
| 13 | n/a | Renewal for Chainalysis software for 1 year | 18/3/2024 | Chainalysis Inc | €76,841.47 |
| 14 | n/a | Supply of material for premises | 14/2/2024 | Rabat Marbles | €9,452.00 |
| 15 | n/a | Rental of venue and food & beverage for 240 delegates attending training on 15.02.24 | 22/1/2024 | Malta Business Registry | €5,714.00 |
| 16 | n/a | Rental of equipment for an international conference organised by the FIAU on 03/06/24 - 05/06/24 | 10/4/2024 | MadAboutVideo | €12,306.00 |

ENGINEERING RESOURCES LIMITED

Skont ir-Regolament 111 (2) tar-Regolamenti tal-Kuntratti Pubbliċi L.N. 352 tal-2016, id-direct order li ġejja ġiet mogħtija minn Engineering Resources Limited fi ħdan il-Ministeru għall-Ambjent, l-Enerġija u r-Riġenerazzjoni tal-Port il-Kbir għal kuntratt ta' servizz ma':

Ganado Advocates sabiex jipprovdu konsulenza legali fuq xogħol u impjieg minn Jannar sa Diċembru tas-sena 2024 għall-prezz ta' €8,000 VAT esklużż.

Id-9 ta' Awwissu, 2024

KUNSILL LOKALI ĦAŻ-ŻEBBUĠ

**Sospensjoni ta' Traffiku u Parkeġġ**

Il-Kunsill Lokali Ħaż-Żebbuġ jgħarraf illi nhar il-Ħadd, 18 ta' Awwissu, 2024, mis-6.00 p.m. sal-11.00 p.m., ħadd ma jista' jipparkja f'parti żgħira ta' Triq il-Kandlora. It-triq se tibqa' miftuha għall-pubbliku. It-trasport pubbliku mhux se jiġi affetwat;

Nhar il-Ġimgħa, 23 ta' Awwissu, 2024, mis-6.00 a.m. sa nofsillejl, Triq Sciortino se tkun magħluqa għat-traffiku. It-toroq se jkunu magħluqa għall-vetturi. Vetturi li jibqgħu fuq il-post jistgħu jiġu żgumbrati. It-trasport pubbliku se jiġi affetwat.

Id-9 ta' Awwissu, 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, 22 ta' Awwissu, 2024, għal:**

Avviż Nru 44 Bejgħ tale quale tal-Fond Nru 73, Triq Sant'Anġlu, L-Isla, kif muri bl-aħmar fuq il-pjanta P.D.2023_0361. Din il-proprjetà qed tiġi mibjugħa fl-istat li tinsab fih inkluż xi difetti li jista' jkun hemm moħbija. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €10,789 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' mija u tmienja u sebgħin elf u disa' mija u erbatax-il ewro (€178,914) ma jiġux ikkunsidrati. Irid isir ħlas ta' €50 għad-dokumenti tal-offerta.

Avviż Nru 45 Bejgħ tale quale tal-Fond Nru 71, Triq Sant'Anġlu, L-Isla, kif muri bl-aħmar fuq il-pjanta P.D.2018_0468_B. Din il-proprjetà qed tiġi mibjugħa fl-istat li tinsab fih inkluż xi difetti li jista' jkun hemm moħbija. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta'

ENGINEERING RESOURCES LIMITED

In terms of Regulation 111 (2) of the Public Procurement Regulations L.N. 352 of 2016, the following direct order was awarded by Engineering Resources Limited within the Ministry for the Environment, Energy and Regeneration of the Grand Harbour for a service contract with:

Ganado Advocates to provide legal consultancy services on employment matters as from 1st January, 2024, covering till December, 2024, for the cost of €8,000 VAT excluded.

9th August, 2024

ĦAŻ-ŻEBBUĠ LOCAL COUNCIL

**Suspension of Traffic and Parking**

The Ħaż-Żebbuġ Local Council notifies that on Sunday, 18th August, 2024, from 6.00 p.m. till 11.00 p.m., parking is not allowed in a small part of Triq il-Kandlora. Street will remain open to public. Public transport will not be affected;

On Friday, 23rd August, 2024, from 6.00 a.m. till midnight, Triq Sciortino will be closed for traffic. The street will be closed for all vehicles. Parked vehicles may be towed. Public transport will be affected.

9th August, 2024

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, 22nd August, 2024, for:**

Advt No. 44. Sale tale quale of the Premises at No. 73 Triq Sant'Anġlu, Senglea, as shown edged in red on plan P.D.2023_0361. This property is being sold in its present state including any latent defects. Tenders are to be accompanied by a bid-bond for an amount of €10,789 as stipulated in the tender conditions. Offers below the amount of one hundred and seventy-eight thousand and nine hundred and forteen Euros (€178,914) will not be considered. A fee of €50 will be charged for the tender documents.

Advt No. 45. Sale tale quale of the Premises at No. 71 Triq Sant'Anġlu, Senglea, as shown edged in red on plan P.D.2018_0468_B. This property is being sold in its present state including any latent defects. Tenders are to be accompanied by a bid-bond for an amount of €10,360 as

€10,360 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' mija u ħamsa u tletin elf u disa' mija u ħamsa u tmenin ewro (€135,985) ma jiġux ikkunsidrati. Irid isir ħlas ta' €50 għad-dokumenti tal-offerta.

Avviż Nru 46 Kiri, għall-perjodu ta' ħmistax-il (15) sena, ta' kamra tale quale li tinsab taħt taraġ pubbliku fix-Xatt ta' Spinola, San Ġiljan, kif muri bl-aħmar fuq il-pjanta P.D.2015_1035. L-offerti għandhom ikunu akkumpanjati b'bid-bond għall-ammont ta' €2,748 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' disa' mija u sittax-il ewro (€916) fis-sena ma jiġux ikkunsidrati. Din l-offerta tista' tkun suġġetta għal dritt magħruf bħala dritt tal-ewwel rifjut skont artikolu Nru. 32 tal-Kapitolu Nru. 573 tal-Liġijiet ta' Malta. Irid isir ħlas ta' €50 għad-dokumenti tal-offerta.

Avviż Nru. 47 Kiri, għall-perjodu li fadal tal-kirja preżenti li jintemm fil-31 ta' Mejju, 2028, tal-fond vojt tale quale f'Nri 265, 266 u 266A fi Triq Sant'Ursola, u Nru 41 fi Triq il-Batterija, Il-Belt Valletta, kif muri bl-aħmar fuq il-pjanti L.D.145/96 po, L.D. 145A/96 po u L.D. 145B_96 po. Il-kerrej preżenti 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' €19,035 kif stipulat fil-kundizzjonijiet tal-offerta. Offerti anqas mill-ammont ta' sitt elef u tliet mija u ħamsa u erbgħin ewro (€6,345) fis-sena ma jiġux ikkunsidrati. Irid isir 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.

Id-9 ta' Awwissu, 2024

AWTORITÀ TAD-DJAR

Iċ-Chief Executive Officer, l-Awtorità tad-Djar, jgħarraf illi:

**Offerti magħluqin għall-avviż li ġej għandhom jintefgħu fil-kaxxa tal-offerti tal-Awtorità tad-Djar, 22, Triq Pietro Floriani, Il-Furjana, sal-10.00 a.m. ta' nhar il-Ġimgħa, 30 ta' Awwissu, 2024, għal:**

*Avviż Nru 4/2024. Bejgħ tale quale ta' kamra taħt Blokk C, Triq Bertha K. Ilg, Ta' Ġiorni. Offerti taħt €21,503

stipulated in the tender conditions. Offers below the amount of one hundred and thirty-five thousand and nine hundred and eighty-five Euros (€135,985) will not be considered. A fee of €50 will be charged for the tender documents.

Advt No. 46. Lease, for a period of fifteen (15) years of a room tale quale underlying public stairs at ix-Xatt ta' Spinola, St Julian's, as shown edged in red on plan P.D.2015_1035. Tenders are to be accompanied by a bid-bond for an amount of €2,748 as stipulated in the tender conditions. Offers below the amount of nine hundred and sixteen Euros (€916) 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. 47. Lease, for the remaining period of the present lease which ends on the 31st May, 2028, of the bare premises tale quale at Nos 265, 266 and 266A at Triq Sant'Ursola, and No. 41 at Triq il-Batterija, Valletta, as shown edged in red on the plans L.D.145/96 po, L.D. 145A/96 po and L.D. 145B_96 po. 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 €19,035 as stipulated in the tender conditions. Offers below the amount of six thousand and three hundred and forty-five Euros (€6,345) per annum will not be considered. 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.

9th August, 2024

HOUSING AUTHORITY

The Chief Executive Officer, Housing Authority, notifies that:

**Sealed tenders in respect of the following advert have to be deposited in the tender box at the Housing Authority, 22, Triq Pietro Floriani, Floriana, by 10.00 a.m. on Friday, 30th August, 2024, for:**

*Advt No. 4/2024. Sale tale quale of room underlying Block C, Triq Berta K. Ilg, Ta' Giorni. Offers below €21,503

ma jiġux ikkunsidrati. Dan l-avviz huwa suġġett għad-dritt tal-ewwel rifjut.

*Avviż li qed jidher għall-ewwel darba

Irid isir ħlas ta' €50 għad-dokumenti tal-offerta u jistgħu jinkisbu mill-Awtorità tad-Djar.

L-Awtorità żżomm id-dritt li tirrifjuta kull offerta, anke l-aktar waħda vantaġġjuża.

Id-9 ta' Awwissu, 2024

CENTRAL PROCUREMENT U SUPPLIES UNIT

Is-CEO (Sourcing and Supply Chain Management) għas-Central Procurement and Supplies Unit (CPSU), Ministeru għas-Saħħa u l-Anzjanità Attiva, jgħarraf illi:

**Jintlaqgħu offerti elettroniċi rigward l-avviżi li ġejjin sad-9.30 a.m. tal-Ġimgħa, is-6 ta' Settembru, 2024. L-offerti għandhom jintbagħtu BISS online fuq (www.etenders.gov.mt) għal:**

CFT 020-3831/24. Provvista ta' 'Monofilament Polypropylene suture G2/0'

CFT 013-3832/24. Provvista ta' 'HDPE transparent refuse bags' suwed u trasparenti għall-iskart domestiku mħallat

CFT 020-3833/24. Provvista ta' 'disposable mouth gags' għall-użu tal-ECT

CFT 020-3834/24. Provvista ta' 'universal shoulder immobilisers'

CFT 020-3835/24. Provvista ta' 'ear impression taking material'

CFT 020-3836/24. Provvista ta' 'nail nippers'

CFT 020-3837/24. Provvista ta' 'antifog solution'

CFT 021-3838/24. Provvista ta' 'Magnesium Sulfate cutaneous paste'

CFT 020-3839/24. Provvista ta' 'absolute alcohol for Pathology'

CFT 021-3840/24. Provvista ta' 'Siponimod 1mg tablets/capsules'

CFT 021-3841/24. Provvista ta' 'Metronidazole 500mg injections'

CFT 009-3842/24. Provvista, konsenja, installazzjoni u kkummissjonar ta' 'endoscope washer disinfectors' li ma jagħmlux ħsara 'l-ambejnt fit-Teatru tal-Operazzjonijiet fl-Isptar Ġenerali ta' Għawdex

CFT 020-3843/24. Provvista ta' 'syringes for oral medication'

CFT 021-3844/24. Provvista ta' 'Mepacrine hydrochloride 100 mg tablets'

CFT 021-3845/24. Provvista ta' 'Rifampicin 150 mg and Isoniazid 100 mg tablets/capsules'

Id-dokumenti tal-offerta huma mingħajr ħlas.

will not be considered. This advert is subject to right of first refusal.

*Advertisement appearing for the first time

A fee of €50 will be charged for the tender documents and can be obtained from the Housing Authority's office.

The Housing Authority reserves the right to refuse any tender, even the most advantageous.

9th August, 2024

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The CEO (Sourcing and Supply Chain Management) for the Central Procurement and Supplies Unit (CPSU), Ministry for Health and Active Ageing, notifies that:

**Electronic tenders in respect of the following notices will be received till 9.30 a.m. of Friday, 6th September, 2024. Tenders are to be submitted ONLY online on (www.etenders.gov.mt) for:**

CFT 020-3831/24. Supply of Monofilament Polypropylene suture G2/0

CFT 013-3832/24. Supply of HDPE transparent black refuse bags for domestic mixed waste

CFT 020-3833/24. Supply of disposable mouth gags for ECT use

CFT 020-3834/24. Supply of universal shoulder immobilisers

CFT 020-3835/24. Supply of ear impression taking material

CFT 020-3836/24. Supply of nail nippers

CFT 020-3837/24. Supply of antifog solution

CFT 021-3838/24. Supply of Magnesium Sulfate cutaneous paste

CFT 020-3839/24. Supply of absolute alcohol for Pathology

CFT 021-3840/24. Supply of Siponimod 1mg tablets/capsules

CFT 021-3841/24. Supply of Metronidazole 500mg injections

CFT 009-3842/24. Supply, delivery, installation and Commissioning of environmentally friendly endoscope washer disinfectors at Gozo General Hospital Operating Theatre

CFT 020-3843/24. Supply of syringes for oral medication

CFT 021-3844/24. Supply of Mepacrine hydrochloride 100 mg tablets

CFT 021-3845/24. Supply of Rifampicin 150 mg and Isoniazid 100 mg tablets/capsules

These tender documents are free of charge.

Id-dokumenti tal-offerti jinkisbu biss mill-Electronic Public Procurement System (www.etenders.gov.mt). Ir-reġistrazzjoni hija meħtieġa sabiex ikun jista' jintuża s-sit elettroniku. Operaturi ekonomiċi Maltin għandu jkollhom l-eID tal-organizzazzjoni tagħhom sabiex ikunu jistgħu jidħlu f'dan is-sit elettroniku. Aktar tagħrif jinkiseb mis-sezzjoni tal-FAQ tal-istess sit.

Il-pubbliku jista' jattendi waqt il-ftuħ u l-iskedar tal-offerti fil-ħinijiet u d-dati msemmija hawn fuq.

Id-9 ta' Awwissu, 2024

CENTRAL PROCUREMENT AND SUPPLIES UNIT

**Is-CEO (Sourcing and Supply Chain Management) għas-Central Procurement and Supplies Unit (CPSU), Ministeru għas-Saħħa u l-Anzjanità Attiva, jgħarraf illi s-sottomissjonijiet tal-ERU Competitive Calls għandhom jintlaqgħu sal-10.00 a.m. tat-Tnejn, 12 ta' Awwissu, 2024.**

ERU0508U24A – Devices
ERU0508U24B – Devices
ERU0508U24C – Medicinal
ERU0508U24D – Devices
ERU0508U24 – Medicinal
ERU0608U24A – Devices
ERU0608U24B – Devices
ERU0608U24C – Medicinal
ERU0608U24 – Devices
ERU0608U24 – Medicinal

Sejħiet kompetittivi tal-Emergency Response Unit (ERU) jistgħu jitniżżlu mis-sit elettroniku tas-CPSU.

Sottomissjonijiet għal din is-sejħa għal kompetizzjoni għandhom jiġu sottomessi skont l-istruzzjonijiet mogħtija fid-dossier.

Id-9 ta' Awwissu, 2024

CENTRAL PROCUREMENT AND SUPPLIES UNIT

**Is-CEO (Sourcing and Supply Chain Management) għas-Central Procurement and Supplies Unit (CPSU), Ministeru għas-Saħħa u l-Anzjanità Attiva, jgħarraf illi s-sottomissjonijiet tal-ERU Competitive Calls għandhom jintlaqgħu sal-10.00 a.m. tat-Tlieta, 13 ta' Awwissu, 2024.**

ERU0708U24A – Devices
ERU0708U24B – Devices

Sejħiet kompetittivi tal-Emergency Response Unit (ERU) jistgħu jitniżżlu mis-sit elettroniku tas-CPSU.

Tender documents are only obtainable from the Electronic Public Procurement System (www.etenders. gov.mt). Registration is required in order to make use of this website. Maltese economic operators need to be in possession of their organisation eID in order to access this website. More information is available from the FAQ section of the same website.

The public may attend during the opening and scheduling of tenders at the times and dates specified above.

9th August, 2024

CENTRAL PROCUREMENT AND SUPPLIES UNIT

**The CEO (Sourcing and Supply Chain Management) for the Central Procurement and Supplies Unit within the Ministry for Health and Active Ageing, notifies that submissions for the ERU Competitive Calls will be received up to 10.00 a.m. of Monday, 12th August, 2024**

ERU0508U24A – Devices
ERU0508U24B – Devices
ERU0508U24C – Medicinal
ERU0508U24D – Devices
ERU0508U24 – Medicinal
ERU0608U24A – Devices
ERU0608U24B – Devices
ERU0608U24C – Medicinal
ERU0608U24 – Devices
ERU0608U24 – Medicinal

Emergency Response Unit (ERU) Competitive Calls can be downloaded from the CPSU website.

Submissions for this call for competition are to be submitted as per instructions given in the dossier.

9th August, 2024

CENTRAL PROCUREMENT AND SUPPLIES UNIT

**The CEO (Sourcing and Supply Chain Management) for the Central Procurement and Supplies Unit within the Ministry for Health and Active Ageing, notifies that submissions for the below listed ERU Competitive Calls will be received up to 10.00 a.m. on Tuesday, 13th August, 2024.**

ERU0708U24A – Devices
ERU0708U24B – Devices

Emergency Response Unit (ERU) Competitive Calls can be downloaded from the CPSU website.

Sottomissjonijiet għal din is-sejħa għal kompetizzjoni għandhom jiġu sottomessi skont l-istruzzjonijiet mogħtija fid-dossier.

Id-9 ta' Awwissu, 2024

KUNSILL LOKALI TA' KERĊEM

Il-Kunsill Lokali Ta' Kerċem jgħarraf li:

**Sal-10.00 a.m. ta' nhar il-Ġimgħa, 6 ta' Settembru, 2024, jintlaqgħu offerti fil-Kunsill Lokali Ta' Kerċem permezz tal-ePPS għal:**

Avviż Nru KCM/06/2024. Provvista u konsenja ta' tinda.

Id-dokumenti tal-offerta 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 jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

Id-9 ta' Awwissu, 2024

KUNSILL LOKALI TA' KERĊEM

Il-Kunsill Lokali Ta' Kerċem jgħarraf li:

**Sal-10.00 a.m. ta' nhar il-Ġimgħa, 6 ta' Settembru, 2024, jintlaqgħu offerti fil-Kunsill Lokali ta' Kerċem permezz tal-ePPS għal:**

Avviż Nru KCM/07/2024. Xogħlijiet – tisbiħ ta' spazju pubbliku lil hinn minn Triq Ta' Għar Ilma, Ta' Kerċem, Għawdex, b'mod li jitħares l-ambjent.

Id-dokumenti tal-offerta 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 jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

Id-9 ta' Awwissu, 2024

Submissions for this call for competition are to be submitted as per instructions given in the dossier.

9th August, 2024

TA' KERĊEM LOCAL COUNCIL

The Ta' Kerċem Local Council notifies that:

**Tenders will be received at the Ta' Kerċem Local Council through ePPS, up to 10.00 a.m. on Friday, 6th September, 2024, for:**

Advt No. KCM/06/2024. Supply and delivery of a tent.

Tender documents are free of charge and are to be viewed/downloaded and submitted ONLY through the etenders website on (www.etenders.gov.mt).

Any clarifications or addenda to the tender document will be uploaded and available to view and download from this same website.

9th August, 2024

KERĊEM LOCAL COUNCIL

The Ta' Kerċem Local Council notifies that:

**Tenders will be received at the Ta' Kerċem Local Council through ePPS, up to 10.00 a.m. on Friday, 6th September, 2024, for:**

Advt No. KCM/07/2024. Works – embellishment of public space off Triq Ta' Għar Ilma, Ta' Kerċem, Gozo, in an environmentally friendly manner.

Tender documents are free of charge and are to be viewed/downloaded and submitted ONLY through the etenders website on (www.etenders.gov.mt).

Any clarifications or addenda to the tender document will be uploaded and available to view and download from this same website.

9th August, 2024

Il-Fond Agrikolu Ewropew għall-Iżvilupp Rurali
L-Ewropa tinvesti f'Żoni Rurali

*European Agricultural Fund for Rural Development:*
*Europe investing in Rural Areas*

AVVIŻI TAL-QORTI – *COURT NOTICES*

Lista ta' persuni kkwalifikati biex joqogħdu u li għandhom iservu bħala Primi Ġurati u Ġurati Ordinarji fil-Qorti Kriminali matul ix-xahar ta' Settembru, 2024, skont l-artikolu 606 tal-Kodiċi Kriminali (Kap. 9, Ediz. Riv.).

PRIMI ĠURATI

Ancilleri Kerstin, Bank Employee, San Pawl il-Baħar
Azzopardi Kevin, University Graduate, Il-Qrendi
Bajada Anthony Mario, Communications, Il-Fontana
Baldacchino Paul, Mechanical Engineer, Ħal Qormi
Borg Emmanuel, H.r. Executive, L-Iklin
Borg Mark, Journalist, Ħaż-Żebbuġ
Bugeja Mariella, Public Officer, Ħal Lija
Calafato Jeffrey, Finance Officer, Ħaż-Żebbuġ
Calleja Igino, Electrical Engineer, Paola
Camilleri Edwin, Public Officer, Ħad-Dingli
Camilleri Heathcliff, Store Keeper, Ħaż-Żabbar
Caruana Anna née Magro, Housewife, Ħal Tarxien
Cassar Mary Grace née Cassar, Occupational Therapist, Il-Ħamrun
Cassar White George née, Signatory, Birkirkara
Chircop Marius, Foreman, Birżebbuġa
Corser Alistair, University Graduate, Il-Ħamrun
Cutajar Laura, Public Officer, Marsaskala
De Giovanni Daniel, Laboratory Technician, Ir-Rabat
Demanuele Maria née Bonello, Clerk, Ir-Rabat
Demarco Rita née Gauci, Signatory, Birkirkara
Duca Victor, Self Employed, Marsaskala
Farrugia Bonello Rosette née Bonello, Technical Officer, L-Imqabba
Farrugia Paula Anna née Camilleri, Public Officer, Iż-Żurrieq
Formosa Saviour, Supervisor, Tal-Pietà
Francalanza George, Executive Officer, Birżebbuġa
Gatt Hector (Hector-James), Clerk, Ħal Lija
Gatt Jason, Business Management, Ħ'Attard
Gauci Marika née Vassallo, Psycologist, Il-Mosta
Heitkemper Stephanie, Signatory, Marsaskala
Johnstone Christopher née, Clerk, Il-Mosta
King Kenan, Bank Employee, Is-Siġġiewi
Li Destri Josiella née Mifsud, Communications, Ħaż-Żebbuġ
Mallia David, Architect & Civil Engineer, Il-Birgu
Micallef Daniel, Shipping Clerk, San Pawl il-Baħar
Micallef Justin, Technician, San Pawl il-Baħar
Micallef Perconte Mark, Accountant, Il-Mosta
Mizzi Claire née Debattista, Bank Employee, Ħal Kirkop
Portelli Johann, Director, Ħ'Attard
Sacco Deryk, Communications, Ir-Rabat
Saliba Brian, Self Employed, Il-Ħamrun
Sammut Anaton, Machine Operator, Il-Fgura
Schembri Matthew, Sales Manager, Ħal Tarxien
Scotto Konrad, Health Officer, Santa Luċija
Spiteri Martin, Public Officer, Ħal Lija
Vassallo Saviour, University Graduate, Ir-Rabat
Vella Felice, Public Officer, Ħaż-Żabbar
Vella Ruben, Clerk, Il-Mellieħa
Vincenti Carmel, Steward, Ħaż-Żabbar
Zammit Ivan, Manager, Marsaskala
Zerafa Jason, Bank Employee, Il-Gżira

List of persons duly qualified and subject to serve as Foreman and Jurors in the Criminal Court during the month of September, 2024, in terms of section 606 of the Criminal Code (Cap. 9, Rev. Ed.).

ĠURATI ORDINARJI

Abdilla Antoine, Architect & Civil Engineer, Marsaskala
Abdilla Josephine née Zammit, Medical Laboratory Technologist, Birżebbuġa
Abela Joanne née Farrugia, Clerk, Il-Marsa
Abela Rita née Zammit, Housewife, Ħal Tarxien
Agius James Sebastian, Sales Manager, Ħaż-Żebbuġ
Agius Lawrence, Electrician, Il-Fgura
Agius Martin, Factory Worker, Marsaskala
Agius Stephanie, Bank Employee, Il-Mosta
Aquilina Anson David, Communications, Is-Siġġiewi
Aquilina Jesmond, Assistant Technical Officer, Birkirkara
Aquilina Mary Ann née Xuereb, Security Frisker, Il-Ħamrun
Aquilina Stefania née Aquilina, Employee, Paola
Attard Karen Marie, Unemployed
Attard Maria Victoria née Abela, Bank Employee, Il-Mosta
Avsar Loranne née Zammit, University Graduate, Marsaskala
Azzopardi Emmanuela née Azzopardi, Housewife, Ħal Qormi
Azzopardi Mariann née Magro, Public Officer, Ix-Xewkija
Azzopardi Nadette née Falzon, Clerk, Ir-Rabat
Bajada Esther née Curmi, Integrated Marketing Communication, Ix-Xewkija
Baldacchino Karl, University Graduate, Il-Fgura
Baldacchino Marilyn, Machine Operator, Marsaxlokk
Balzan Robert, Bank Employee, Ħaż-Żebbuġ
Balzan Ronald, Communications, Santa Venera
Balzia Rita née Farrugia, Housewife, Ħal Kirkop
Barbara Caroline née Penza, Clerk, Ħal Tarxien
Bartolo Bernard, Public Officer, Marsaskala
Bartolo Pemberton Maria, Public Officer, L-Imsida
Bartolo Saviour, Pharmacy Technician, Marsaskala
Bezzina Nicolette née Serracino Inglott, University Graduate, Iż-Żejtun
Bonello Maria, Student, Iż-Żurrieq
Bonnici Jean (Eugenia), Director
Bonnici Joseph, University Graduate, Ir-Rabat
Bonnici Mandy née Vella, Learning Support Officer, Il-Kalkara
Bonnici Ranier, Research Officer, Iż-Żejtun
Bonnici Saviour, University Student, Il-Mosta
Borg Claire, Bank Employee, Marsaskala
Borg Cynthia née Vassallo, Clerk, Santa Venera

Borg Dora Lee, University Graduate, Ta' Sannat
Borg Emma (Emanuela) née Fenech, Computer Administrator, Il-Mosta
Borg Francis, Public Officer, Ħal Lija
Borg Ivan, Technician, Il-Belt Valletta
Borg Mary Theresa née Mangion, Administrator, Il-Mosta
Borg Renald, Barman, Ir-Rabat
Borg Rodrick, Paramedic, Ta' Kercem
Borg Sandra, Technical Officer, Is-Siġġiewi
Borg Sharonne née Cachia, Clerk, Is-Siġġiewi
Briffa Jonathan, Student, Ħal Balzan
Brincat Renè, Clerk, Ħal Luqa
Bruno Jacob Paul, University Graduate, Tas-Sliema
Bugeja Mary Anne née Mamo, Clerk, Il-Fgura
Buhagiar Carmel, Senior Technician, Il-Mosta
Buhagiar Jesmond, Bank Employee, L-Imsida
Buhagiar Lee Anne, I.t. Technician, Birkirkara
Busuttil Isabel née Vassallo, Clerk, Tas-Sliema
Busuttil Martin, Self Employed, Santa Luċija
Busuttil Naudi Lorian, Administrator, Birżebbuġa
Busuttil Nazzareno, Supervisor, Ħal Ghaxaq
Buttigieg Angela née Attard, Clerk, Ix-Xagħra
Cachia Demis, Occupational Therapist, Tas-Sliema
Cachia Marita née Borg, Kindergarden Assistant, Iż-Żurrieq
Calleja Mario, University Graduate, Il-Gudja
Calleja Nicholas, Student, Is-Siġġiewi
Calleja Sandra (Alexandra), University Graduate, Pembroke
Callus Claudia née Caruana, Clerk, Il-Fgura
Callus Robert, Social Worker, Il-Mosta
Camilleri Alexandra née Micallef, Public Officer, Ħ'Attard
Camilleri Aquilina Oriana, University Graduate, Il-Gżira
Camilleri Bowman Jonathan, Professional Officer, Żebbuġ
Camilleri David, University Graduate, Ir-Rabat
Camilleri Francesca (Maria Francesca) née Attard, Clerk, Ir-Rabat
Camilleri Jason, Bank Employee, Ħal Ghaxaq
Camilleri Kurt, Engineer, Ħ'Attard
Camilleri Liana, Personal Assistant, L-Imsida
Camilleri Ritianne née Briffa, Operator, Birżebbuġa
Camilleri Simon, Mechanical Engineer, San Ġiljan
Camilleri Vincent, Fire Fighter, Ir-Rabat
Caruana Lara Marie, Housewife
Caruana Melbourne Sylvana née Melbourne, Clerk, San Pawl il-Baħar
Caruana Roberta, University Graduate, Marsaxlokk
Casha Ronald, Technician, Ir-Rabat
Cassar Agius Karen née Vella, Bank Employee, Il-Mosta
Cassar Anthony, Principal Technical Officer, San Lawrenz
Cassar Stephen, Assistant, Birkirkara
Cauchi Margaret née Caruana, Environmentalist, Ħal Kirkop
Chetcuti Marica née Galea, Bank Clerk, Ħal Safi
Church Mary née Vella, Housewife, Il-Fgura
Cini Dennis, Public Officer, Żebbuġ
Cini Silvio, Clerk, Ta' Sannat
Cordina Rachel, Clerk, Birkirkara
Cremona Isabelle, University Student, San Pawl il-Baħar
Cremona Marika (Mary Carmen) née Caruana, Public Officer, Il-Mosta
Cuschieri Raymond, Mechanical Fitter, Ħal Ghaxaq
Custò Jeffrey, University Graduate, Ħal Għargħur
Cutajar Joseph, Public Officer, Ħ'Attard
Darmanin Fiona née Darmanin, Clerk, Ħaż-Żabbar
De'Lezio Rita née De'Lezio, Clerk, Paola
Debono Edward Mark, Supervisor, Santa Luċija
Debono Joseph, University Graduate, Ħal Lija
Debono Mark (Mark Anthony), Mechanical Engineer, Il-Marsa
Degiorgio Mary Anne née Cachia, Nurse, Il-Fgura
Depasquale Helga Marie Louise Christine, Radiographer, San Ġiljan
Dimech Gabriel, University Graduate, Birkirkara
Dingli David Johnathan, Electrical Engineer, Is-Swieqi
Ebejer Louis, Clerk, Paola
El Aida Chaffey Dolores (Dolores Concetta) née Chaffey, Bank Employee, Birżebbuġa
Ellul Charmaine née Curmi, Clerk, Ħal Kirkop
Ellul Jeffrey, Clerk, Il-Fgura
Enriquez Stephen, Sales Representative, L-Iklin
Farrugia Andrew Joseph, Manager, Ħal Tarxien
Farrugia Demanuele Clayton, Purchasing Officer, Il-Fgura
Farrugia Etienne, Technician, Santa Luċija
Farrugia Marianna née Curmi, Clerk, Ħaż-Żabbar
Farrugia Meridith, University Graduate, Ħal Luqa
Fava Naudi Pamela Diane, Clerk, Birkirkara
Fenech Corinne née Gatt, Manager, Il-Mosta
Fenech Eve, Clerk, Ħal Balzan
Fenech Marcelle, Learning Support Officer, Is-Siġġiewi
Fiorini Lowell Peter Richard, Director, Tas-Sliema
Frendo Randon Fabrizia, Psychologist, San Ġiljan
Fsadni John Anthony, University Graduate, Ħal Luqa
Galea Antoine, Sprayer, Ħal Ghaxaq
Galea Carmel, Clerk, San Ġiljan
Galea Caroline née Micallef, Public Officer, Santa Luċija
Galea Debono Alice, Clerk, Marsaskala
Galea Marica (Maria Carmela), Clerk, Is-Siġġiewi
Galea Noel, Bank Employee, Il-Mosta
Gatt Edward John, Estate Agent
Gatt Mark Anthony, Director, Tal-Pietà
Gauci Jacqueline née Attard, Housewife, Il-Belt Valletta
Gauci Sharon, University Graduate, Tas-Sliema
Gauci Silvia Anna née Vella, Bank Employee, Il-Munxar
Gerada Yana, Officer, Ħal Qormi
Gracey Jonathan, Technician, San Ġwann
Grech Aaron, Public Officer, Ir-Rabat
Grech Edward, Public Officer, Ir-Rabat
Grech Garvin, University Graduate, Tas-Sliema
Grech Martin, Engineer, Il-Mellieħa
Grima Alexander, Communications, Il-Mellieħa
Grima David-Lawrence, Auditor, Ħal Qormi
Grima Joanna, University Graduate, Is-Swieqi

Grima Lindsay née Debattista, Clerk, San Pawl il-Baħar
Grima Stephen, Public Officer, Il-Mosta
Hart Melanie née Schembri, University Graduate, Santa Venera
Hollier Claire, Clerk, Ħaż-Żabbar
Hubbard Ian Joseph, University Graduate, Ħaż-Żabbar
Khan Claudette née Abela, Clerk, Ħal Tarxien
Magro Aldo, Public Officer, Is-Swieqi
Magro Anthony, Port Worker, Iż-Żejtun
Magro Delia Diane née Delia, Accountant, L-Iklin
Magro Susan née Gatt, Unemployed, Marsaskala
Mallia Denise née Zammit, Clerk, Ħad-Dingli
Mazzacano D'amato Rose Marie, Business Management, Is-Siġġiewi
Micallef Aidan Mario, University Graduate, San Pawl il-Baħar
Mizzi Gertrude Catherine Theresa Carmen née Sammut, Speech Therapist, Ħal Balzan
Mizzi Rachelle, University Graduate, Iż-Żejtun
Monsigneur Donatella Grech, Shop Assistant, Santa Venera
Muscat Claire née Sammut, Bank Employee, In-Naxxar
Muscat Fabianne, Principal, Il-Fontana
Muscat Julia, University Graduate, Is-Swieqi
Musù Audrey (Audrey Anne) née Buttigieg, Communications, Marsaskala
Olivari Antonio, Communications, Il-Ħamrun
Pace Denise née Porter, Speech Therapist, Il-Mosta
Pace Francesca, University Student, Ir-Rabat
Pace Josall née Said, Clerk, Għajnsielem
Pace Mary-Anne née Farrugia, Public Officer, In-Nadur
Pace Steve, I.t. Technician, L-Iklin
Pace Susan (Susanna) née Farrugia, Clerk, San Pawl il-Baħar
Pavia Marvic, Public Officer, Paola
Poque Anne née Brincat, Call Centre Agent, Marsaskala
Portelli Abraham, Communications, Il-Qrendi
Portelli Andre`, Communications, Ħal Lija
Portelli James, University Graduate, Tal-Pietà
Portelli Joseph, University Graduate, San Ġiljan
Psaila Sandra née Pisani, Clerk, Il-Fgura
Refalo Carmelino, Lecturer, Ix-Xagħra
Ricca Moira, Bank Official, Paola
Roe Charmaine née Azzopardi, Communications, Ħad-Dingli
Sacco Saviour, Clerk, Il-Qrendi
Saliba Mark, University Graduate, Ħad-Dingli
Saliba Ronald, Quantity Controller, L-Imtarfa
Sammut Andrew Carl, University Graduate, Il-Mosta
Sammut Josephine née Micallef, Housewife, Pembroke
Sammut Keith, Communications, San Ġwann
Sammut Marylyn, Student, Iż-Żurrieq
Sammut Nicolette, Clerk, Il-Mosta
Sammut Stephanie née Calleja, Professional Officer, San Ġwann
Scerri Sephora, University Graduate, Ħal Balzan
Schembri Daniel, Programmer, Birkirkara
Scicluna Claire née Farrugia, Manager, Ħal Luqa
Scicluna David, Self Employed, Il-Ħamrun
Seychell Oriana, University Student, Iż-Żejtun
Souness Jorgen, Nurse, Is-Siġġiewi
Spiteri Amanda, Nurse, Il-Gudja
Spiteri Lucas Dirk née, Communications, Ħ'Attard
Spiteri Maria, University Student, Il-Fgura
Spiteri Matthew Carl, Sales Executive, Ħal Luqa
Spiteri Neville, Doctor, Ħal Luqa
Strommer Bonello Fleurette née Bonello, Accountant, Is-Siġġiewi
Sultana Elaine(Helena Anna) née Micallef Valenzia, Clerk, Il-Belt Valletta
Sultana Teresiene née Sultana, Clerk, Ix-Xagħra
Taliana Charlene, Psychologist, Ħ'Attard
Tonna Robert, Welder, Birżebbuġa
Turner Rowena née Lowell, Medical Laboratory Technologist, L-Imtarfa
Tyrku Yvette Maria née Pulis, University Student, Ħaż-Żabbar
Vassallo Josianne née Borg, Clerk, Ħ'Attard
Vassallo Maria Assunta née Grixti, Secretary, Iż-Żejtun
Vassallo Penza Jolene née Penza, Nurse, Ħaż-Żabbar
Vella Elisa née Cuschieri, Engineer, San Ġwann
Vella Fabian, Security Guard, Il-Fgura
Vella Galea Ian Joseph, Lawyer, Is-Swieqi
Vella Josephine née Darmanin, Housewife, San Ġwann
Williams Natalie née Williams, Sociologist, Il-Kalkara
Xuereb Claire, Unemployed, Birkirkara
Zahra Claudine, I.T. Technologist, Ħ'Attard
Zahra Rosette, University Student, Ir-Rabat
Zammit Jeffrey, Handler, Ħal Luqa
Zammit Keith, Manager, Ħal Safi
Zammit O'dea Tara, University Graduate, Ħaż-Żabbar
Zammit Tabona Catherine née Bianchi, Psychologist, San Ġiljan
Zawia Omar Al Saied, University Graduate, Iż-Żejtun
Zerafa David, Nurse, Is-Siġġiewi
Zerafa Jean Paul, University Graduate, Iż-Żurrieq

Reġistru tal-Qrati Superjuri, Il-Belt Valletta, illum it-Tnejn, 5 ta' Awwissu, 2024.

(Iff.) FRANKLIN CALLEJA
Għar-Reġistratur, Qrati u Tribunali Kriminali

Registry of the Superior Courts, Valletta, today, Monday, 5th August, 2024.

(Sgd) FRANKLIN CALLEJA
f/Registrar, Courts and Criminal Tribunals

1697

ARB/C061/2024 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fil-15 ta' Lulju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Leonard Caruana, LLD). Kumpilazzjoni Numru 447/2024, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

ATTAUL WASSAY BHATTI (magħruf ukoll bħala ATTUAL WASAY BHATTI u WASAY ATTAOUL BHATTI), avukat, ta' 39 sena, iben il-mejjet Abdul Bhatti, imwieled l-Indja fid-19 ta' Ottubru, 1984, u residenti f'Gimenensrtasse, 5, Zug 6300, l-Iżvizzera u detentur ta' passaport Ġermaniż bin-numru C1MX6FTV3.

TYRONE ROBERT KIRKWOOD GREENSHIELDS;

KAMAL SHARMA;

LUJO MIKULICIC;

HAMID CHAUDRY;

AHMED IBTASEM;

ACCUTOR AG;

U

SPRING HEALTHCARE SERVICES AG;

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 ATTAUL WASAY BHATTI (magħruf ukoll bħala ATTUAL WASAY BHATTI u WASAY ATTAOUL BHATTI) 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' disa' miljun ewro (€9,000,000), 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, u tal-Artikolu 5 tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 23A, fl-Artikolu 5, fl-Artikolu 36 (1) u fl-Artikolu 36 (4)(a) tkun ħatja ta' reat u teħel meta tinstab

ARB/C061/2024 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 15th July, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Leonard Caruana LLD). Compilation Number 447/2024, in the case:

The Republic of Malta

Versus

ATTAUL WASSAY BHATTI (also known as ATTUAL WASAY BHATTI and WASAY ATTAOUL BHATTI), lawyer, 39 years, son of the late Abdul Bhatti, born in India on the 19th October, 1984, and residing at Gimenensrtrasse, 5, Zug 6300, Switzerland, and holder of German passport bearing number C1MX6FTV3.

TYRONE ROBERT KIRKWOOD GREENSHIELDS;

KAMAL SHARMA;

LUJO MIKULICIC;

HAMID CHAUDRY;

AHMED IBTASEM;

ACCUTOR AG;

AND

SPRING HEALTHCARE SERVICES AG;

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 ATTAUL WASSAY BHATTI (also known as ATTUAL WASAY BHATTI and WASAY ATTAOUL BHATTI) 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 nine million euro (€9,000,000), 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 and Article 5 of the Prevention of Money laundering Act, Cap. 373.

Any person who acts in contravention of the court order mentioned in Article 23A, Article 5, Article 36 (1) and Article 36 (4)(a) referred to above shall be guilty of an offence and

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 5 ta' Awwissu, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

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 5th August, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1698

ARB/C062/2024 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fis-27 ta' Frar, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Elaine Rizzo, LLD). Kumpilazzjoni Numru 163/2024, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

JOSEMAR BORG, impjegat, ta' 38 sena, iben Joseph Mary Borg u Maria Rosaria Borg xebba McKay, imwieled Tal-Pietà, Malta, fit-18 ta' Lulju, 1986, u residenti fi 8, 'Padre Pio', Triq Francis X. Attard, Ħaż-Żabbar u/jew 'Little Rose', Flat 1, Triq iż-Żabra, Ħaż-Żabbar, u detentur ta' karta tal-identità Maltija bin-numru 343286M.

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 JOSEMAR BORG 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' tliet mija u ħamsin elf ewro (€350,000), 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.

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.

ARB/C062/2024 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 27th February, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Elaine Rizzo, LLD). Compilation Number 163/2024, in the case:

The Republic of Malta

Versus

JOSEMAR BORG, employee, 38 years, son of Joseph Mary Borg and Maria Rosaria Borg née McKay, born in Tal-Pietà, Malta, on the 18th July, 1986, and residing at 8, 'Padre Pio', Triq Francis X. Attard, Żabbar and/or 'Little Rose', Flat 1, Triq iż-Żabra, Żabbar and holder of Maltese identity card bearing number 343286M.

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 JOSEMAR BORG 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 three hundred and fifty thousand euro (€350,000), 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.

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.

Illum 5 ta' Awwissu, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

Today 5th August, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1699

ARB/C025/2020 – VARJAZZJONI TAL-ORDNI TAL-IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fit-23 ta' Lulju, 2024, mill-Qorti Kriminali (l-Onor. Imħallef Dott. Edwina Grima, LLD).

Il-Pulizija
(l-Ispettur Lianne Bonello)

Kontra

ALDO CUTAJAR, uffiċjal pubbliku, ta' 60 sena, iben il-mejjet John u Maria Carmela xebba Cremona, imwieled Ħ'Attard, Malta, fit-28 ta' Mejju, 1964, residenti fi 345, 'Yintai', Triq San Pawl, In-Naxxar, u detentur ta' karta tal-identità Maltija bin-numru 297364M.

ISABEL CUTAJAR;

U

GEMINI DESIGNS STUDIOS LIMITED;

Il-Qorti AWTORIZZAT lill-imputat ALDO CUTAJAR sabiex iħallas is-somma ta' mija u ħamsa u tmenin ewro u sitta u tletin ċenteżmu (€185.36) lil GasanMamo Insurance Limited rappreżentanti t-tiġdid tal-polza tal-assigurazzjoni bir-referenza numru 04242 0481012, u s-somma ta' mitejn u sitta u tletin ewro (€236) lil Transport Malta rappreżentanti l-liċenzja tat-triq tal-istess vettura miżmuma f'isem l-imputat. Illi dan il-ħlas għandu jiġi esegwit mill-kont tal-bank intestat f'isem l-imputat ALDO CUTAJAR li jispiċċa -4322 u li huwa miżmum mal-Bank of Valletta plc. Illi din l-awtorizzazzjoni tal-Qorti għall-esekuzzjoni ta' dawn il-pagamenti tibqa' tgħodd u tiswa għal kull meta jsiru dovuti fuq l-istess vettura.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 36 (5) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta, wara digriet ta' ordni tal-iffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Josette Demicoli, LLD), fis-16 ta' Awwissu, 2020, li ġiet ippubblikata fil-Gazzetta tal-Gvern fil-21 ta' Awwissu, 2020, u wara digriet bl-estensjoni tal-ordni tal-iffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Donatella Frendo Dimech, LLD), fl-24 ta' Awwissu, 2020, li ġiet ippubblikata fil-

ARB/C025/2020 – VARIATION OF A FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 23rd July, 2024, given by the Criminal Court (Hon. Madam Justice Dr Edwina Grima, LLD).

The Police
(Inspector Lianne Bonello)

Versus

ALDO CUTAJAR, public officer, 60 years, son of the late John and Maria Carmela née Cremona, born in Ħ'Attard, Malta, on the 28th May, 1964, residing at 345, 'Yintai', Triq San Pawl, Naxxar, and holder of Maltese identity card bearing number 297364M.

ISABEL CUTAJAR;

AND

GEMINI DESIGNS STUDIOS LIMITED;

The Court AUTHORISES the accused ALDO CUTAJAR to pay the sum of one hundred and eighty-five euro and thirty-six cents (€185.36) to GasanMamo Insurance Limited representing the renewal of the insurance policy with reference number 04242 0481012, and the sum of two hundred and thirty-six euro (€236) to Transport Malta representing 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 ALDO CUTAJAR ending in -4322 and which is held with the Bank of Valletta plc. That the Court's authorisation for the execution of these payments shall remain valid and applicable each time these payments are due on the same vehicle.

This variation is being published in terms of Article 36 (5) of the Proceeds of Crime Act, Cap. 621 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 Josette Demicoli, LLD), on the 16th August, 2020, which was published in the Government Gazette on the 21st August, 2020, and following the extension of the 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

Gazzetta tal-Gvern fis-27 ta' Awwissu, 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' ALDO CUTAJAR, Isabel Cutajar u Gemini Designs Studios Limited.

Illum 5 ta' Awwissu, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

24th August, 2020, which was published in the Government Gazette on the 27th August, 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 ALDO CUTAJAR, Isabel Cutajar and Gemini Designs Studios Limited.

Today, 1st August, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1700

ARB/C062/2020 – VARJAZZJONI TAL-ORDNI TAL-IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fil-25 ta' Lulju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti ta' Ġudikatura Kriminali (il-Maġistrat Dott. Rachel Montebello, LLD). Kumpilazzjoni numru 658/2020.

Ir-Repubblika ta' Malta

Kontra

MATTHEW VASSALLO, diżokkupat, ta' 38 sena, iben Paul u Josephine xebba Lia, imwieled Tal-Pietà, Malta, fl-14 ta' Jannar, 1986, residenti fi Blk C, 6, Triq Il-Pellegrinaġġ, Bormla, u detentur ta' karta tal-identità Maltija bin-numru 89486M.

Il-Qorti ORDNAT illi l-ordni ta' ffriżar maħruġa fit-30 ta' Novembru, 2020, fil-konfront tal-imputat MATTHEW VASSALLO qed tiġi limitata għas-somma ta' €39,890 u l-proprjetà immobbli fil-garaxx numru 4, Binja tal-Wejter, Triq l-Imsida kantuniera ma' Triq Mannarino, Birkirkara, bħala l-assi li għandhom ikunu suġġetti għall-konfiska fil-każ ta' sejbien ta' ħtija.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 36 (4)(a) 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. Audrey Demicoli, LLD), fis-27 ta' Novembru, 2020, li ġiet ippubblikata fil-Gazzetta tal-Gvern fl-4 ta' Diċembru, 2020, 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' MATTHEW VASSALLO.

Illum 5 ta' Awwissu, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

ARB/C062/2020 – VARIATION OF A FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 25th July, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Judicature (Magistrate Dr Rachel Montebello, LLD). Compilation Number 658/2020.

The Republic of Malta

Versus

MATTHEW VASSALLO, unemployed, 38 years, son of Paul and Josephine née Lia, born in Tal-Pietà, Malta, on the 14th January, 1986, residing at Blk C, 6, Triq Il-Pellegrinaġġ, Cospicua, and holder of Maltese identity card bearing number 89486M.

The Court ORDERED that the freezing order issued on 30th November, 2020, against the accused MATTHEW VASSALLO is being limited to the sum of €39,890 and the immovable property consisting of the garage number 4, Binja tal-Wejter, Triq l-Imsida corner with Triq Mannarino, Birkikara, as the assets that shall be subject to confiscation in the case of a conviction.

This variation is being published in terms of Article 36 (4)(a) of the Proceeds of Crime Act, Cap. 621 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 Audrey Demicoli, LLD) on the 27th November, 2020, which was published in the Government Gazette on the 4th 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 MATTHEW VASSALLO.

Today 5th August, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1701

ARB/C060/2024 – ORDNI TA' QBID U FFRIŻAR U ORDNI TA' QBID U FFRIŻAR TEMPORANJA

IKUN JAF KULĦADD illi b'digriet mogħti fl-24 ta' Lulju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Leonard Caruana, LLD). Kumpilazzjoni Numru 382/2024, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

CHRISTOPHER FEARNE;

EDWARD SCICLUNA;

RONALD MIZZI;

ALFRED CAMILLERI;

JOSEPH RAPA;

KENNETH DEGUARA, impjegat, ta' 44 sena, iben Joseph Deguara u Isabelle-Maria Deguara xebba Sciberras, imwieled Ħ'Attard, Malta, fl-10 ta' Jannar, 1980, u residenti fi 22, 'Emerald', Flat 9, Triq Giovanni Schranz, L-Imsida u/jew 'Luna', Triq G. Despott, San Ġwann, u detentur ta' karta tal-identità Maltija bin-numru 132280M.

KEVIN DEGUARA, avukat, ta' 47 sena, iben Joseph Deguara u Isabelle-Maria Deguara xebba Sciberras, imwieled Ħ'Attard, Malta, fil-15 ta' Diċembru, 1976, u residenti f'122, Triq Ant. Schembri, San Ġwann, u detentur ta' karta tal-identità Maltija bin-numru 97877M.

JEAN CARL FARRUGIA, avukat, ta' 48 sena, iben il-mejjet Carmel Farrugia u Maria Therese Farrugia xebba Cutajar, imwieled Ħ'Attard, Malta, fit-8 ta' April, 1976, u residenti f'168, Triq Santa Margerita, Is-Siġġiewi, u detentur ta' karta tal-identità Maltija bin-numru 244176M.

DEBORAH ANNE CHAPPELL, avukat, ta' 37 sena, bint Rowland Peter Chappell u Alexandra Chappell xebba Zammit, imwielda Tal-Pietà, Malta, fit-30 ta' Ottubru, 1986, u residenti f'151, Triq Zekka, Il-Belt Valletta, u detentriċi ta' karta tal-identità Maltija bin-numru 485086M.

BRADLEY GATT;

ARON MIFSUD BONNICI;

JAMES CAMENZULI;

ARB/C060/2024 – SEIZING AND FREEZING ORDER AND TEMPORARY SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 24th July, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Leonard Caruana, LLD). Compilation Number 382/2024, in the case:

The Republic of Malta

Versus

CHRISTOPHER FEARNE;

EDWARD SCICLINA;

RONALD MIZZI;

ALFRED CAMILLERI;

JOSEPH RAPA;

KENNETH DEGUARA, employee, 44 years, son of Joseph Deguara and Isabelle-Maria Deguara née Sciberras, born in Ħ'Attard, Malta, on the 10th January, 1980, and residing at 22, 'Emerald', Flat 9, Triq Giovanni Schranz, Msida, and/or 'Luna', Triq G. Despott, San Ġwann, and holder of a Maltese identity card bearing number 132280M.

KEVIN DEGUARA, lawyer, 47 years, son of Joseph Deguara and Isabelle-Maria Deguara née Sciberras, born in Ħ'Attard, Malta, on the 15th December, 1976, and residing at 122, Triq Ant. Schembri, San Ġwann and holder of a Maltese identity card bearing number 97877M.

JEAN CARL FARRUGIA, lawyer, 48 years, son of the late Carmel Farrugia and Maria Therese Farrugia née Cutajar, born in Ħ'Attard, Malta, on the 8th April, 1976, and residing at 168, Triq Santa Margerita, Siġġiewi, and holder of Maltese identity card bearing number 244176M.

DEBORAH ANNE CHAPPELL lawyer, 37 years, daughter of Rowland Peter Chappell and Alexandra Chappell née Zammit, born in Tal-Pietà, Malta on the 30th October, 1986, and residing at 151, Triq Zekka, Valletta, and holder of Maltese identity card bearing number 485086M.

BRADLEY GATT;

ARON MIFSUD BONNICI;

JAMES CAMENZULI;

MANUEL (EMMANUEL) CASTAGNA;

ROBERT BORG;

OMISSIS;

U

DF ADVOCATES, inkorporata fit-18 ta' Awissu, 2021, b'numru tar-reġistrazzjoni Malti C99995 u li għandha l-indirizz irreġistrat bħala 'Il-Piazzetta A', Suite 52, Level 5, Tower Road, Tas-Sliema, Malta.

1. ORDNI TA' QBID U FFRIŻAR

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 KEVIN DEGUARA u JEAN CARL FARRUGIA 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 sal-limitu ta':

Għoxrin miljun ewro (€20,000,000) fir-rigward tal-imputat KEVIN DEGUARA;

Għoxrin miljun ewro (€20,000,000) fir-rigward tal-imputat JEAN CARL FARRUGIA;

u dan ai termini tal-Artikolu 23A tal-Kodiċi Kriminali, Kap. 9 tal-Liġijiet ta' Malta, tal-Artikolu 5 tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta, tal-Artikolu 36 (1) u fl-Artikolu 36 (4)(a) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

2. ORDNI TA' QBID U FFRIŻAR TEMPORANJA

Il-Qorti ORDNAT is-sekwestru temporanju 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 KENNETH DEGUARA, DEBORAH ANNE CHAPPELL u DF ADVOCATES milli jittrasferixxu, jagħtu b'rahan, jipotekaw, jew b'xi mod ieħor jibdlu jew jiddisponu minn dik il-proprjetà u minn proprjetà oħra tagħhom jew li tkun fil-pussess tagħhom, u dan ai termini tal-Artikolu 36 (8)(i) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 23A, fl-Artikolu 5, fl-Artikolu 36 (1), fl-Artikolu 36 (4)(a), u fl-Artikolu 36 (8)(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.

MANUEL (EMMANUEL) CASTAGNA;

ROBERT BORG;

OMISSIS;

AND

DF ADVOCATES, incorporated on the 18th August, 2021, with Maltese registration number C99995 and registered address at 'Il-Piazzetta A', Suite 52, Level 5, Tower Road, Tas-Sliema, Malta.

1. SEIZING AND FREEZING ORDER

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 KEVIN DEGUARA and JEAN CARL FARRUGIA 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 up to the limit of:

Twenty million euro (€20,000,000) with regards to the accused KEVIN DEGUARA;

Twenty million euro (€20,000,000) with regards to the accused JEAN CARL FARRUGIA;

and this in terms of Article 23A of the Criminal Code, Cap. 9 of the Laws of Malta, Article 5 of the Prevention of Money Laundering Act, Cap. 373 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.

2. TEMPORARY SEIZING AND FREEZING ORDER

The Court ORDERED the temporary 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 KENNETH DEGUARA, DEBORAH ANNE CHAPPELL and DF ADVOCATES 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 36 (8)(i) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

Any person who acts in contravention of the court order mentioned in Article 23A, Article 5, Article 36 (1), Article 36 (4)(a) and Article 36 (8)(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.

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 5 ta' Awwissu, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

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 5th August, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1702

ARB/C043/2022 – VARJAZZJONI TAL-ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fil-25 ta' Lulju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti ta' Ġudikatura Kriminali (il-Maġistrat Dott. Rachel Montebello, LLD). Kumpilazzjoni Numru 525/2021, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

LYNETTE ZERAFA, taħdem għal rasha, ta' 41 sena, bint Martin Zerafa u Catherine Zerafa xebba Caruana, imwielda Tal-Pietà, Malta, fid-9 ta' Settembru, 1982, residenti f'6, Pjazza l-Madonna ta' Pompei, Marsaxlokk, u/jew Coral Park P/H 22, Triq il-Ġifen, Marsaxlokk, detentur ta' karta tal-identità Maltija bin-numru 514182M.

Il-Qorti AWTORIZZAT lil BNF Bank plc sabiex jirċievi s-somma ta' €16,698.75 rappreżentanti l-arretrati dovuti fuq il-kont ta' self għad-dar li jispiċċa -1001, u kif ukoll is-somma ta' €16,378.49 għall-ammont dovut fuq il-kont li jispiċċa -0001, liema kontijiet huma intestati f'isem l-imputata LYNETTE ZERAFA u miżmuma mal-istess BNF Bank plc. Illi dawn il-pagamenti għandhom isiru mill-kont tal-bank intestat f'isem l-imputata li jispiċċa -7670 u miżmum mal-Bank of Valletta plc.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 36 (5) 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. Natasha Galea Sciberras, LLD) fil-21 ta' Ġunju, 2022, li ġiet ippubblikata fil-Gazzetta tal-Gvern fil-5 ta' Lulju, 2022, 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' LYNETTE ZERAFA.

Illum 6 ta' Awwissu, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

ARB/C043/2022 – VARIATION OF SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 25th July, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Judicature (Magistrate Dr Rachel Montebello, LLD). Compilation Number 525/2021, in the case:

The Republic of Malta

Versus

LYNETTE ZERAFA, self-employed, 41 years, daughter of Martin Zerafa and Catherine Zerafa née Caruana, born in Tal-Pietà, Malta, on the 9th September, 1982, residing at 6, Pjazza l-Madonna ta' Pompei, Marsaxlokk and/or Coral Park P/H 22, Triq il-Ġifen, Marsaxlokk, and holder of Maltese identity card bearing number 514182M.

The Court AUTHORISES the BNF Bank plc to receive the sum of €16,698.75 representing the arrears due on the home loan account ending -1001, as well as the sum of €16,378.49 for the amount due on the account ending -0001, which accounts are listed in the name of the accused LYNETTE ZERAFA and held with the same BNF Bank plc. That these payments shall be carried out from bank account listed in the name of the accused ending in -7670 and held with the Bank of Valletta plc.

This variation is being published in terms of Article 36 (5) 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 Natasha Galea Sciberras, LLD) on the 21st June, 2022, which was published in the Government Gazette on the 5th July, 2022, 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 LYNETTE ZERAFA.

Today 6th August, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1703

ARB/C060/2024 – ORDNI TA' QBID U FFRIŻAR U ORDNI TA' QBID U FFRIŻAR TEMPORANJA

IKUN JAF KULĦADD illi b'digriet mogħti fl-24 ta' Lulju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Leonard Caruana, LLD). Kumpilazzjoni Numru 382/2024, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

CHRISTOPHER FEARNE;

EDWARD SCICLUNA;

RONALD MIZZI;

ALFRED CAMILLERI;

JOSEPH RAPA;

KENNETH DEGUARA, impjegat, ta' 44 sena, iben Joseph Deguara u Isabelle-Maria Deguara xebba Sciberras, imwieled Ħ'Attard, Malta fl-10 ta' Jannar, 1980, u residenti fi 22, 'Emerald', Flat 9, Triq Giovanni Schranz, L-Imsida, u/jew 'Luna', Triq G. Despott, San Ġwann, u detentur ta' karta tal-identità Maltija bin-numru 132280M.

KEVIN DEGUARA, avukat, ta' 47 sena, iben Joseph Deguara u Isabelle-Maria Deguara xebba Sciberras, imwieled Ħ'Attard, Malta, fil-15 ta' Diċembru, 1976, u residenti f'122, Triq Ant. Schembri, San Ġwann, u detentur ta' karta tal-identità Maltija bin-numru 97877M.

JEAN CARL FARRUGIA, avukat, ta' 48 sena, iben il-mejjet Carmel Farrugia u Maria Therese Farrugia xebba Cutajar, imwieled Ħ'Attard, Malta, fit-8 ta' April, 1976, u residenti f'168, Triq Santa Margerita, Is-Siġġiewi, u detentur ta' karta tal-identità Maltija bin-numru 244176M.

DEBORAH ANNE CHAPPELL, avukat, ta' 37 sena, bint Rowland Peter Chappell u Alexandra Chappell xebba Zammit, imwielda Tal-Pietà, Malta, fit-30 ta' Ottubru, 1986, u residenti f'151, Triq Zekka, Il-Belt Valletta, u detentriċi ta' karta tal-identità Maltija bin-numru 485086M.

BRADLEY GATT;

ARON MIFSUD BONNICI;

JAMES CAMENZULI;

MANUEL (EMMANUEL) CASTAGNA;

ARB/C060/2024 – SEIZING AND FREEZING ORDER AND TEMPORARY SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 24th July, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Leonard Caruana, LLD). Compilation Number 382/2024, in the case:

The Republic of Malta

Versus

CHRISTOPHER FEARNE;

EDWARD SCICLINA;

RONALD MIZZI;

ALFRED CAMILLERI;

JOSEPH RAPA;

KENNETH DEGUARA, employee, 44 years, son of Joseph Deguara and Isabelle-Maria Deguara née Sciberras, born in Ħ'Attard, Malta on the 10th January, 1980, and residing at 22, 'Emerald', Flat 9, Triq Giovanni Schranz, Msida, and/or 'Luna', Triq G. Despott, San Ġwann, and holder of a Maltese identity card bearing number 132280M.

KEVIN DEGUARA, lawyer, 47 years, son of Joseph Deguara and Isabelle-Maria Deguara née Sciberras, born in Ħ'Attard, Malta, on the 15th December, 1976, and residing at 122, Triq Ant. Schembri, San Ġwann, and holder of a Maltese identity card bearing number 97877M.

JEAN CARL FARRUGIA, lawyer, 48 years, son of the late Carmel Farrugia and Maria Therese Farrugia née Cutajar, born in Ħ'Attard, Malta, on the 8th April, 1976, and residing at 168, Triq Santa Margerita, Siġġiewi, and holder of Maltese identity card bearing number 244176M.

DEBORAH ANNE CHAPPELL lawyer, 37 years, daughter of Rowland Peter Chappell and Alexandra Chappell née Zammit, born in Tal-Pietà, Malta, on the 30th October, 1986, and residing at 151, Triq Zekka, Valletta, and holder of Maltese identity card bearing number 485086M.

BRADLEY GATT;

ARON MIFSUD BONNICI;

JAMES CAMENZULI;

MANUEL (EMMANUEL) CASTAGNA;

ROBERT BORG;

OMISSIS;

U

DF ADVOCATES, bħala ditta kummerċjali rappreżentata minn KENNETH DEGUARA, KEVIN DEGUARA, u JEAN CARL FARRUGIA bħala l-persuni vestiti bir-rappreżentazzjoni legali.

1. ORDNI TA' QBID U FFRIŻAR

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 KEVIN DEGUARA u JEAN CARL FARRUGIA 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 sal-limitu ta':

Għoxrin miljun ewro (€20,000,000) fir-rigward tal-imputat KEVIN DEGUARA;

Għoxrin miljun ewro (€20,000,000) fir-rigward tal-imputat JEAN CARL FARRUGIA;

u dan ai termini tal-Artikolu 23A tal-Kodiċi Kriminali, Kap. 9 tal-Liġijiet ta' Malta, tal-Artikolu 5 tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta, tal-Artikolu 36 (1) u fl-Artikolu 36 (4)(a) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

2. ORDNI TA' QBID U FFRIŻAR TEMPORANJA

Il-Qorti ORDNAT is-sekwestru temporanju 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 KENNETH DEGUARA, DEBORAH ANNE CHAPPELL u DF ADVOCATES milli jittrasferixxu, jagħtu b'rahan, jipotekaw, jew b'xi mod ieħor jibdlu jew jiddisponu minn dik il-proprjetà u minn proprjetà oħra tagħhom jew li tkun fil-pussess tagħhom, u dan ai termini tal-Artikolu 36 (8)(i) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 23A, fl-Artikolu 5, fl-Artikolu 36 (1), fl-Artikolu 36 (4)(a), u fl-Artikolu 36 (8)(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.

ROBERT BORG;

OMISSIS;

AND

DF ADVOCATES, as a trade name represented by KENNETH DEGUARA, KEVIN DEGUARA, and JEAN CARL FARRUGIA as the persons vested with legal representation.

1. SEIZING AND FREEZING ORDER

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 KEVIN DEGUARA and JEAN CARL FARRUGIA 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 up to the limit of:

Twenty million euro (€20,000,000) with regards to the accused KEVIN DEGUARA;

Twenty million euro (€20,000,000) with regards to the accused JEAN CARL FARRUGIA;

and this in terms of Article 23A of the Criminal Code, Cap. 9 of the Laws of Malta, Article 5 of the Prevention of Money Laundering Act, Cap. 373 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.

2. TEMPORARY SEIZING AND FREEZING ORDER

The Court ORDERED the temporary 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 KENNETH DEGUARA, DEBORAH ANNE CHAPPELL and DF ADVOCATES 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 36 (8) (i) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

Any person who acts in contravention of the court order mentioned in Article 23A, Article 5, Article 36 (1), Article 36 (4)(a) and Article 36 (8)(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.

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.

Din l-Ordni ta' Qbid u Ffriżar u Ordni ta' Qbid u Ffriżar Temporanja qed tinħareġ mill-ġdid skont id-digriet tal-Qorti ddatat 14 ta' Ġunju, 2024, mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Leonard Caruana, LLD) fejn ġie kkoreġut in-numru tar-reġistrazzjoni tal-kumpanija li kien erronjament imniżżel mal-imsemmija ditta kummerċjali DF ADVOCATES fil-lista tal-imputazzjonijiet oriġinali. Illi DF ADVOCATES mhijiex kumpanija rreġistrata iżda hija ditta kummerċjali u għaldaqstant m'għandhiex numru tar-reġistrazzjoni tal-kumpaniji.

Illum 6 ta' Awwissu, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

Any transfer or other disposal of any property made in contravention of the said Court order shall be null and without effect at law.

This Seizing and Freezing Order and Temporary Seizing and Freezing Order is being reissued in line with Court decree dated 14th June, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Leonard Caruana, LLD) which corrected the company registration number that was erroneously previously listed with the abovementioned tradename DF ADVOCATES in the original charges. That DF ADVOCATES is not a registered company but a trade name and therefore it does not have a company number.

Today 6th August, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1704

Bandu għall-Kuraturi

Repubblika ta' Malta

Lill-Marixxall tal-Qrati

B'digriet mogħti minn din il-Qorti fil-13 ta' Frar, 2024, fuq talba tal-Kummissarju tat-Taxxa u d-Dwana ġie ordnat biex jintgħażlu kuraturi deputati biex jirrappreżentaw lill-assenti Martin Albert pro et noe fl-atti tal-ittra uffiċjali numru 618/2024 fl-ismijiet Kummissarju tat-Taxxa u d-Dwana vs Kuraturi Deputati u fl-atti l-oħra relattivi u sussegwenti.

Permezz ta' ittra uffiċjali ppreżentata fil-Prim'Awla tal-Qorti fit-12 ta' Frar, 2024, tal-Kummissarju tat-Taxxa u d-Dwana ta' Block 5, Triq Vincenzo Dimech, Il-Furjana, kontra Kuraturi Deputati sabiex jirrappreżentaw lill-assenti Martin Albert (passaport Awstrijak numru U5100758) f'ismu personali kif ukoll bħala direttur għan-nom u in rappreżentanza tas-soċjetà Alvogen Malta Operations (Row) Ltd (C71197) fejn permezz tal-preżenti l-Kummissarju tat-Taxxa u d-Dwana jinterpellak ai termini tal-Artiklu 59 tal-Att XXIII tal-1998, sabiex fi żmien jumejn (2) min-notifika ta' dan l-att, tħallas l-ammont ta' €525,545.00 rappreżentanti l-ammont minnek dovut pro et noe bħala Taxxa fuq il-Valur Miżjud skont l-istess Att.

Bl-ispejjeż u bl-imgħax skont dak l-Att sad-data tal-pagament effettiv.

Din l-interpellanza qed issir għall-finijiet u effetti kollha tal-liġi, u partikolarment, iżda mhux esklussivament sabiex

Banns for Curators

Republic of Malta

To the Marshall of the Court

By means of a decree given by this Court on the 13th February, 2024, following a request by Commissioner for Tax and Customs it was ordered that deputy curators be chosen to represent the absent Martin Albert pro et noe in the acts of the judicial letter number 618/2024 in the names Commissioner for Tax and Customs vs Deputy Curators and in the other relative and subsequent acts.

By means of a judicial letter filed in the First Hall of the Civil Courts on the 12th February, 2024, by The Commissioner for Tax and Customs of Block 5, Triq Vincenzo Dimech, Floriana, against Deputy Curators to represent the absent Martin Albert (Austrian passport number U5100758) in his own name and in his capacity as director in the name and in representation of the company Alvogen Malta Operations (Row) Ltd (C71197), the Commissioner for Tax and Customs calls upon you in terms of Article 59 of Act XXIII of 1998 so that within two (2) days from the service of this act, you pay the amount of €525,545.00 representing amount due by you pro et noe as value added tax according to the same Act .

With costs and interest according to the said Act till the date of effective payment.

This calling is being made for all intents and purposes of law, particularly, but not exclusively, in order to render

tirrendi eżegwibbli t-titolu eżekuttiv li l-istess Kummissarju tat-Taxxa u d-Dwana għandu kontra tiegħek permezz tal-avviż li ntbagħat lilkom.

Fin-nuqqas, il-mittenti javżak li se jgħaddi sabiex jesegwixxi l-imsemmi titolu eżekuttiv li hu għandu kontra tiegħek pro et noe permezz tal-mandati opportuni.

Tant sabiex tirregolaw ruħkom u tagħrfu timxu.

Rikorrenti: Kummissarju tat-Taxxa u d-Dwana, Block 5, Triq Vincenzo Dimech, Il-Furjana

Intimati: Kuraturi deputati

Int għaldaqstant ordnat li twaħħal kopja uffiċjali ta' dan il-bandu fid-daħla ta' din il-Qorti Superjuri u ssejjaħ b'dan lil kull min irid jidħol bħala kuratur biex jidher fi żmien sitt ijiem f'dan ir-Reġistru u jagħmel b'nota d-dikjarazzjoni illi huwa jidħol għal dan.

Int ordnat ukoll li tgħarraf lil kull wieħed illi jekk ma jagħmilx din id-dikjarazzjoni fiz-żmien fuq mogħti, din il-Qorti tgħaddi biex tagħzel kuraturi tal-uffiċċju.

U wara li tkun għamilt dan, jew jekk tiltaqa' ma' xi xkiel fl-esekuzzjoni ta' dan il-bandu, inti għandek tgħarraf minnufih lil din il-Qorti.

Mogħti mill-Qorti Superjuri hawn fuq imsemmija bix-xhieda tal-Onor. Imħallef Ian Spiteri Bailey, LLD, Duttur tal-Liġi.

Illum 13 ta' Frar, 2024

Reġistru tal-Qrati Superjuri, illum 2 ta' Awwissu, 2024

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati u Tribunali

executable the executive title which the same Commissioner for Tax and Customs has against you by means of a notice sent to you.

In default, the interpellants informs you that they shall pass to execute the said executive title they have against you pro et noe by means of the opportune warrants.

So much so that you may know how to regulate yourselves and to proceed.

Interpellant: Commissioner for Tax and Customs, Block 5, Triq Vincenzo Dimech, Floriana

Notification: Deputy curators

You are therefore ordered to affix an official copy of these banns at the entrance of this Superior Court and to summon whosoever wishes to act as curator to appear before this registry within six days and by means of a minute to submit a declaration that he wishes so to act.

You are also ordered to inform each one that if he fails to make this declaration within the stipulated time, the Court will proceed to the selection of curators of office.

And after so acting, or if you should encounter any difficulty in the execution of these banns, you are to inform forthwith this Court.

Given by the Civil Court First Hall, above mentioned, with the witness of the Honourable Mr Justice Ian Spiteri Bailey, LLD, Doctor of Laws.

Today 13th February, 2024

Registry of the Superior Courts, today 2nd August, 2024

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

1705

B'digriet tal-15 ta' Lulju, 2024, mogħti mill-Qorti Ċivili Prim'Awla, din il-Qorti ordnat il-pubblikazzjoni tal-estratt li jidher hawn taht biex iservi ta' notifika skont l-Artikolu 187(3) tal-Kodici tal-Proċedura u Organizzazjoni (Kap. 12).

B'rikors preżentat fil-Qorti Ċivili, Prim'Awla, fit-12 ta' Diċembru, 2023, minn David Parkes noe, Subbasta bin-numru 67/23 fl-ismijiet David Parkes (KI 138078A) fil-kapaċità tiegħu ta' amministratur tal-Condominium Blokk A 'Cosmopolitan Apartments' reġistrat bin-numru ta' 2443 vs Simon Hansford (KI 183076M) qed jintalab il-bejgħ bl-irkant ta':

By a decree given on the 15th July, 2024, by the Civil Court First Hall, the Court ordered that the extract hereunder mentioned be published for the purpose of service according to Article 187(3) of the Code of Organisation and Civil Procedure (Cap. 12).

By the application filed in the Civil Court First Hall on the 12th December, 2023, by David Parkes noe, Judicial Sale file number 67/23 in the names David Parkes (ID 38078A) in his capacity as administrator of the Condominium Block A 'Cosmopolitan Apartments' registered with the number 2443 vs Simon Hansford (ID183067M) is being asked that the Court orders the sale by auction of the:

L-appartament immarkat bin-numru wieħed (1) fi Blokk ittra A numru għoxrin (20) bl-isem ta' 'Cosmopolitan Apartments' fi Triq l-Istamnar, Il-Qawra, limiti ta' San Pawl il-Baħar, u liema kumpless jikkonfina min-Nofsinhar ma' Triq l-Istamnar, mil-Lvant u mill-Grigal ma' Triq il-Majjiera u mit-Tramuntana ma' beni ta' Carmelo Debattista.

L-imsemmija proprjetà tappartjeni lil Simon Hansford (KI 183067M).

Reġistru tal-Qrati Superjuri, illum it-Tlieta, 6 ta' Awwissu, 2024

MARVIC FARRUGIA
Għar-Reġistratur, Qrati Ċivili u Tribunali

The apartment marked with the number one (1) in Block letter A number twenty (20) named 'Cosmopolitan Apartments' in Triq l-Istamnar, Qawra, limits of San Pawl il-Baħar and which complex is bounded on the South by Triq l-Istamnar, on the East and North East by Triq il-Majjiera and on the North by Carmelo Debattista's property.

The said property belongs to Simon Hansord (ID 183067M).

Registry of the Superior Courts, this Tuesday, 6th August, 2024

MARVIC FARRUGIA
For the Registrar, Civil Courts and Tribunals

1706

B'digriet tat-30 ta' Lulju, 2024, mogħti mill-Prim Awla tal-Qorti Ċivili, din il-Qorti ordnat il-pubblikazzjoni tal-estratt li jidher hawn taħt biex iservi ta' notifika skont l-Artikolu 187(3) tal-Kodici tal-Proċedura u Organizzazzjoni Ċivili (Kap.12).

Illi b'rikors ippreżentat minn Spiridione sive Dione Bartolo (KI 679061M) fl-10 ta' Mejju, 2024, qed jintalab l-iżbank fl-ammont ta' tlett elef mitejn, disgħa u ħamsin ewro u tlettax-il ċenteżmu (€3,259.13) li ġew depożitati permezz ta' ċedola numru 954/2024 fl-ismijiet:

Spiridione sive Dione Bartolo (KI 679061M) vs il-Perit Joseph Grech (KI 0530850M)

Il-Qorti ordnat in-notifika lill-kontroparti b'sitt (6) ijiem żmien għar-risposta min-notifika.

Reġistru tal-Qorti Superjuri, illum it-Tlieta, 6 ta' Awwissu, 2024

GAETANA AQUILINA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By a decree of the 30th July, 2024, given by the First Hall of the Civil Courts ordered that the extract hereunder mentioned be published for the purpose of service according to article 187(3) of the Code of Organisation and Civil Procedure (Cap. 12).

That by the application filed by Spiridione sive Dione Bartolo (ID 679061M) on the 10th May, 2024, is asking for the withdrawal of three thousand, two hundred fifty nine euro and thirteen cents (€3,259,13) deposited by the Schedule of Deposit number 954/2024 in the names of:

Spiridione sive Dione Bartolo (ID 679061M) vs Il-Perit Joseph Grech (ID 0530850M)

The Court ordered the notification to the counter party with six (6) days from notification to reply.

Registry of the Superior Courts, today Tuesday, 6th August, 2024

GAETANA AQUILINA
For Registrar of Courts and Civil Tribunals

1707

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fl-4 ta' Lulju, 2024, fl-atti tal-Mandat ta' Sekwestru numru 417/2024AB, li ġie ppreżentat fit-18 ta' April, 2024, fl-ismijiet: Fava Edgar vs Mifsud Lilian ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187(3) et sequitur tal-Kap.12 biex isservi ta' notifika fil-konfront tal-intimat. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Tħassar u tirrevoka l-Mandat ta' Sekwestru fl-ismijiet premessi.

Il-Mandat ta' Sekwestru fl-ismijiet imsemmija hawn fuq huwa differit għas-16 ta' Settembru, 2024, fid-9.00 a.m.

By means of a decree given by the Civil Court, First Hall, on the 4th July, 2024, in the records of Garnishee Order number 417/2024AB, which was filed on the 18th April, 2024, in the names: Fava Edgar vs Mifsud Lilian, the following publication was ordered, in terms of Article 187(3) et sequitur of Cap. 12 for the purpose of service of the respondent. The applicant asked this Honourable Court to, among others: Cancel and revoke the Garnishee Order in the names mentioned.

The Garnishee Order in the names mentioned above is postponed to 16th September, 2024, at 9.00 a.m.

Notifika Intimat: Fava Edgar, Padova, 28, Triq F. S. Caruana, L-Imsida

Reġistru tal-Qrati Superjuri, illum 29 ta' Lulju, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
Għar-Reġistratur, Qrati Ċivili u Tribunali

Notify Respondent: Fava Edgar, Padova, 28, Triq F. S. Caruana, Msida

Registry of the Superior Courts, today 29th July, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

1708

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fis-27 ta' Ġunju 2024, fl-atti tar-Rikors Ġuramentat numru 574/2024AB, li ġie ppreżentat fit-23 ta' Mejju, 2024, fl-ismijiet: 35° 14° Capital SCC plc (C105417) għan-nom ta' Cell Couros vs Lapira Daren, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187(3) et sequitur tal-Kap.12 biex isservi ta' notifika fil-konfront tal-intimat. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Tordna lill-intimat iħallas l-ammont ta' mitejn u erbat elef, erba' mija u għoxrin ewro u disgħa u disgħin ċenteżmu (€204,420.99ċ). Bl-ispejjeż kollha u bl-imgħax legali kontra l-intimat.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għad-19 ta' Settembru, 2024, fil-10.50 a.m.

Notifika Intimat: Lapira Darren, 138, Triq San Pawl, Il-Belt Valletta

Reġistru tal-Qrati Superjuri, illum 29 ta' Lulju, 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 27th June 2024, in the records of Sworn Application number 574/2024AB, which was filed on the 23rd May, 2024, in the names: 35° 14° Capital SCC plc (C105417) on behalf of Cell Couros vs Lapira Daren, the following publication was ordered, in terms of Article 187 (3) et sequitur of Cap. 12 for the purpose of service of the respondent. The applicant asked this Honourable Court to, among others: Order the respondent to pay the amount of two hundred and four thousand, four hundred and twenty euros and ninety nine cents (€204,420.99c). With all costs and legal interest against the respondent.

The Sworn Application in the names mentioned above is postponed to 19th September, 2024, at 10.50 a.m.

Notify Respondent: Lapira Darren, 138, Triq San Pawl, Valletta

Registry of the Superior Courts, today 29th July, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

1709

ARB/C047/2023 – VARJAZZJONI TAL-ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fl-24 ta' Lulju, 2024, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Rachel Montebello, LLD). Kumpilazzjoni Numru 846/2023, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

ALEXANDER SPITERI, negozjant tal-karozzi, ta' 48 sena, iben il-mejjet Alfred Spiteri u Rita Spiteri xebba Refalo, imwieled Ħ'Attard, Malta, fl-4 ta' Ottubru, 1975, u residenti fi 15, 'Qasab', Triq Għajn Żejtuna, Il-Mellieħa, u detentur ta' karta tal-identità Maltija bin-numru 521275M.

ARB/C047/2023 – VARIATION OF A SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 24th July, 2024, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Rachel Montebello, LLD). Compilation Number 846/2023, in the case:

The Republic of Malta

Versus

ALEXANDER SPITERI, car dealer, 48 years, son of the late Alfred Spiteri and Rita Spiteri née Refalo, born in Ħ'Attard, Malta, on the 4th October, 1975, and residing at 15, 'Qasab', Triq Għajn Żejtuna, Mellieħa, and holder of Maltese identity card bearing number 521275M.

RODERICK VELLA, negozjant tal-karozzi, ta' 47 sena, iben Alfred Vella u Spiridiona Vella xebba Micallef, imwieled Tal-Pietà, Malta, fis-16 ta' Jannar, 1977, u residenti f'35, Triq il-Qaqoċċ, Ħaż-Żabbar u detentur ta' karta tal-identità Maltija bin-numru 78577M.

U

ALISON VELLA xebba GALEA, negozjant tal-karozzi, ta' 48 sena, bint Carmelo Galea u Marianna Galea xebba Scicluna, imwielda Tal-Pietà, Malta, fis-16 ta' Lulju, 1976, u residenti f'35, Triq il-Qaqoċċ, Ħaż-Żabbar, u detentriċi ta' karta tal-identità Maltija bin-numru 375476M;

Il-Qorti ORDNAT illi l-ordni ta' qbid u ffriżar maħruġa fis-26 ta' Ottubru, 2023, fil-konfront tal-imputat ALEXANDER SPITERI qed tiġi limitata għall-ammont ta' €1,448,450, u għaldaqstant se tiġi limitata għas-segwenti proprjetà immobbli:

Il-bungalow, flimkien mal-ġonna u l-garaxx li jiffurmaw parti minnu, mingħajr numru uffiċjali u bl-isem 'Marvey', Triq Għajn Żejtuna, Santa Marija Estate, Il-Mellieħa;

bħala l-assi li għandhom ikunu suġġetti għall-konfiska fil-każ ta' sejbien ta' ħtija. B'dan illi l-proprjetà l-oħra tal-imputat ma għandhiex titqies bħala li tkun suġġetta għall-ordni ta' qbid u ffriżar.

Il-Qorti ORDNAT wkoll illi l-ordni ta' qbid u ffriżar maħruġa fis-26 ta' Ottubru, 2023, fil-konfront tal-imputati RODERICK VELLA u ALISON VELLA xebba GALEA qed tiġi limitata għall-ammont ta' €1,584,620, u għaldaqstant ser tiġi limitata għas-segwenti proprjetà mobbli u immobbli:

Il-ħanut (Class 4), f'40, Triq iż-Żinġla, Ħaż-Żabbar;
Il-garaxx f'6, Triq San Leonardu, Ħaż-Żabbar;

Il-garaxx fi 23, Triq il-Kappar, Ħaż-Żabbar;

Is-sitt (6) car spaces f'55, Triq iż-Żinġla, Ħaż-Żabbar;

It-townhouse f'35, 'Notre Dame', Triq il-Qaqoċċ, Ħaż-Żabbar;

L-appartament f'127, Flat 1, Triq il-Farfett tal-Fejgel, Ħaż-Żabbar;

L-oġġetti ta' valur li jinsabu f'35, 'Notre Dame', Triq il-Qaqoċċ, Ħaż-Żabbar;

L-oġġetti ta' valur li nstabu f'35, 'Notre Dame', Triq il-Qaqoċċ, Ħaż-Żabbar, u li huma miżmuma fil-kustodja tal-Uffiċċju għall-Irkupru tal-Assi;

RODERICK VELLA, car dealer, 47 years, son of Alfred Vella and Spiridiona Vella née Micallef, born in Tal-Pietà, Malta on the 16th January, 1977, and residing at 35, Triq il-Qaqoċċ, Ħaż-Żabbar, and holder of Maltese identity card bearing number 78577M.

AND

ALISON VELLA née GALEA, car dealer, 48 years, daughter of Carmelo Galea and Marianna Galea née Scicluna, born in Pietà, Malta on the 16th July, 1976, and residing at 35, Triq il-Qaqoċċ, Ħaż-Żabbar, and holder of Maltese identity card bearing number 375476M.

The Court ORDERED that the seizing and freezing order issued on 26th October, 2023, against the accused ALEXANDER SPITERI is being limited to the amount of €1,448,450, and as a result shall be limited to the following immovable property:

The bungalow, together with the gardens and the garage forming part of it, without an official number and with the name 'Marvey', Triq Għajn Żejtuna, Santa Marija Estate, Mellieħa;

as the assets that shall be subject to confiscation in the case of a conviction. That the other property of the accused shall not be considered as being subject to the seizing and freezing order.

The Court further ORDERED that the seizing and freezing order issued on 26th October, 2023, against the accused RODERICK VELLA and ALISON VELLA née GALEA is being limited to the amount of €1,584,620, and as a result shall be limited to the following movable and immovable property:

The shop (Class 4) at 40, Triq iż-Żinġla, Ħaż-Żabbar;
The garage at 6, Triq San Leonardu, Ħaż-Żabbar;

The garage at 23, Triq il-Kappar, Ħaż-Żabbar;

The six (6) car spaces at 55, Triq iż-Żinġla, Ħaż-Żabbar;

The townhouse at 35, 'Notre Dame', Triq il-Qaqoċċ, Ħaż-Żabbar;

The apartment at 127, Flat 1, Triq il-Farfett tal-Fejgel, Ħaż-Żabbar;

The valuables found at 35, 'Notre Dame', Triq il-Qaqoċċ, Ħaż-Żabbar;

The valuables found at 35, 'Notre Dame', Triq il-Qaqoċċ, Ħaż-Żabbar, and which are held in the custody of the Asset Recovery Bureau;

Il-vettura tal-għamla Ford Transit Connect u ta' reġistrazzjoni Maltija bin-numru KRA-526;

Il-vettura tal-għamla Mitsubishi Lancer Evolution u ta' reġistrazzjoni Maltija bin-numru NIL-333;

Il-vettura tal-għamla Mazda RX7 bis-sena ta' manifattura tal-1992 u numru ta' reġistrazzjoni mhux magħruf;

Il-vettura tal-għamla Mazda RX7 u ta' reġistrazzjoni Maltija bin-numru DKI-001;

L-oġġetti ta' valur li nstabu fi 23, Triq il-Kappar, Ħaż-Żabbar;

L-oġġetti ta' valur li nstabu f'127, Flat 1, Triq il-Farfett tal-Fejgel, Ħaż-Żabbar;

Il-vettura tal-għamla Mazda Demio u ta' reġistrazzjoni Maltija bin-numru NIL-003;

Il-kont ta' tfaddil li jispiċċa -7431 u li huwa miżmum mal-Bank of Valletta plc;

bħala l-assi li għandhom ikunu suġġetti għall-konfiska fil-każ ta' sejbien ta' ħtija. B'dan illi l-proprjetà l-oħra tal-imputati ma għandhiex titqies bħala li tkun suġġetta għall-ordni ta' qbid u ffriżar.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 36 (4)(a) 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. Rachel Montebello, LLD), fis-26 ta' Ottubru, 2023, li ġiet ippubblikata fil-Gazzetta tal-Gvern fil-31 ta' Ottubru, 2023, 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' ALEXANDER SPITERI, RODERICK VELLA, u ALISON VELLA xebba GALEA.

Illum 7 ta' Awwissu, 2024

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

The vehicle of the make Ford Transit Connect with Maltese registration number KRA-526;

The vehicle of the make Mitsubishi Lancer Evolution with Maltese registration number NIL-333;

The vehicle of the make Mazda RX7 with year of manufacture of 1992 and unknown registration number;

The vehicle of the make Mazda RX7 with Maltese registration number DKI-001;

The valuables found at 23, Triq il-Kappar, Ħaż-Żabbar;

The valuables found at 127, Flat 1, Triq il-Farfett tal-Fejgel, Ħaż-Żabbar;

The vehicle of the make Mazda Demio with Maltese registration number NIL-003;

The savings account ending in -7431 and held with the Bank of Valletta plc;

as the assets that shall be subject to confiscation in the case of a conviction. That the other property of the accused shall not be considered as being subject to the seizing and freezing order.

This variation is being published in terms of Article 36 (4)(a) 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 Rachel Montebello, LLD) on the 26th October, 2023, which was published in the Government Gazette on the 31st October, 2023, 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 ALEXANDER SPITERI, RODERICK VELLA, and ALISON VELLA née GALEA.

Today 7th August, 2024

MR ANTON SEVASTA
Director, Asset Recovery Bureau

1710

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-31 ta' Lulju, 2024, u dan wara Rikors b'numru 806/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni fl-Att tat-

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 31st July, 2024, and upon an application numbered 806/2024, ordered:

To the Director of the Public Registry, to make the appropriate annotations or corrections in the Act of Birth

Twelid numru 4969/2021 taħt il-kolonna: 'isem jew ismijiet li bih/bihom it-tarbija għandha tiġi msejħa u l-kunjom', jitneħħa t-tieni isem 'Ida', sabiex isem il-minuri 'Arianna' jsir l-uniku isem miż-żewġ ismijiet mogħtija li bih tiġi msejħa l-minuri.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 5 ta' Awwissu, 2024

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

number 4969/2021 under the column: 'Name or names by which the child is to be called and surname', the second name 'Ida' is removed, so that the minor's name 'Arianna' becomes the only name, of the two given names by which the minor is called.

Court of Revision of Notarial Acts

Today Monday, 5th August, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1711

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-31 ta' Lulju, 2024, u dan wara Rikors b'numru 809/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li meta jiġi biex jirreġistra l-Att tat-Twelid ta' Omar William Smith, fir-Reġistru Pubbliku ta' Malta, jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni biex ismu jiġi mibdul minn 'Lewis William Precious Amaline Omer', għal 'Omar William'u biex kunjomu jiġi mibdul minn 'Barney għal 'Smith'.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 5 ta' Awwissu, 2024

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

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 31st July, 2024, and upon an application numbered 809/2024, ordered:

To the Director of the Public Registry, who when he comes to register the Act of Birth of Omar William Smith, in the Public Registry of Malta, make the appropriate annotations or corrections so that his name is changed from 'Lewis William Precious Amaline Omer', to 'Omar William' and to change his surname from 'Barney' to 'Smith'.

Court of Revision of Notarial Acts

Today Monday, 5th August, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1712

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-31 ta' Lulju, 2024, u dan wara Rikors b'numru 808/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li meta jiġi biex jirreġistra l-Att tat-Twelid ta' Gayatri Pathak Bery, fir-Reġistru Pubbliku ta' Malta, jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni biex l-ismu jiġi mibdul ,imm 'Gayatri' għal 'Gayatri Pathak' u biex dan it-tibdil fl-isem, jiġi rifless ukoll fuq l-Att taż-Żwieġ tiegħu meta dan jiġi reġistrat f'Malta ai termini tal-Art. 244 tal-Kodiċi Ċivili Kap. 16.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 5 ta' Awwissu, 2024

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

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 31st July, 2024, and upon an application numbered 808/2024, ordered:

To the Director of the Public Registry, so when he comes to register the Act of Birth of Gayatri Pathak Bery, in the Public Registry of Malta, make the appropriate annotations or corrections so that his name is to be changed, from 'Gayatri' to 'Gayatri Pathak' and this name change is also to be reflected on his Act of Marriage when it comes to be registered in Malta in terms of Art. 244 of the Civil Code Cap. 16.

Court of Revision of Notarial Acts

Today Monday, 5th August, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1713

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-31 ta' Lulju, 2024, u dan wara Rikors b'numru 746/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku ta' Għawdex, li jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni fl-Att tat-Twelid numru 164/2022 biex il-kunjom tal-iben minuri ta' Oliver Monzon Montell Chavez Rodriguez jiġi indikat bħala 'Monzon Chavez' biss.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 5 ta' Awwissu, 2024

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

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 31st July, 2024, and upon an application numbered 746/2024, ordered:

To the Director of the Public Registry of Gozo, to make the appropriate annotations or corrections in the Act of Birth number 164/2022, so that the surname of the minor, Oliver Monzon Montell Chavez Rodriguez, is to be indicated as 'Monzon Chavez' only.

Court of Revision of Notarial Acts

Today Monday, 5th August, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1714

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-31 ta' Lulju, 2024, u dan wara Rikors b'numru 747/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku ta' Għawdex, li jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni fl-Att tat-Twelid numru 110/2017 biex il-kunjom tal-bint minuri ta' Isabella Monzon Chavez Rodriguez jiġi indikat bħala 'Monzon Chavez' biss.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 5 ta' Awwissu, 2024

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

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 31st July, 2024, and upon an application numbered 747/2024, ordered:

To the Director of the Public Registry of Gozo, to make the appropriate annotations or corrections in the Act of Birth number 110/2017, so that the surname of the minor, Isabella Monzon Chavez Rodriguez, is to be indicated as 'Monzon Chavez' only.

Court of Revision of Notarial Acts

Today Monday, 5th August, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1715

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-5 ta' Lulju, 2024, u dan wara Rikors b'numru 720/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku li meta jiġi biex jirreġistra l-Att tat-Twelid esteru ta' Marissa Altar Alabata, u l-Att taż-Żwieġ tagħha fir-Reġistru Pubbliku ta' Malta, jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni f'dak l-Att tat-Twelid u Att taż-Żwieġ sabiex it-tieni isem tagħha jiġi mibdul minn 'Cabario' għal 'Altar'.

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 5th July, 2024, and upon an application numbered 720/2024, ordered:

To the Director of the Public Registry so, when he comes to register Marissa Altar Alabata's Foreign Act of Birth, and her Act of Marriage in the Public Registry of Malta, make the appropriate annotations or corrections in that Act of Birth and Act of Marriage so that her second name is changed from 'Cabario' to 'Altar'.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum il-Ħamis, 11 ta' Lulju, 2024

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

Court of Revision of Notarial Acts

Today Thursday, 11th July, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1716

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tat-28 ta' Ġunju, 2024, u dan wara Rikors b'numru 676/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku li jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni fl-Att tat-Twelid numru 5743/1963 sabiex ikun jidher li kull fejn jidher isem Lillian Emanuela Meyerhans, dan jiġi mibdul minn 'Emanuela' għal 'Lillian Emanuela'.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, l-1 ta' Lulju, 2024

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

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 28th June, 2024, and upon an application numbered 676/2024, ordered:

To the Director of the Public Registry to make the appropriate annotations or corrections in the Act of Birth number 5743/1963 so that wherever the applicant's name Lillian Emanuela Meyerhans appears, it is changed from 'Emanuela' to 'Lillian Emanuela'.

Court of Revision of Notarial Acts

Today Monday, 1st July, 2024

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

1717

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, Sede Kostituzzjonali, fit-28 ta' Mejju, 2024, fl-atti tar-Rikors Kostituzzjonali numru 392/2021TA, li ġie ppreżentat fil-11 ta' Marzu, 2024, fl-ismijiet: Darmanin Anthony vs l-Avukat tal-Istat 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: Tappunta ġurnata għas-smigħ tal-kawża bis-spejjeż tal-istess esponenti.

Ir-Rikors Kostituzzjonali fl-ismijiet imsemmija hawn fuq huwa differit għat-30 ta' Ottubru, 2024, fid-9.30 a.m.

Notifika Intimata: Cachia Emanuela, 27, Triq San Leopoldu, Iż-Żurrieq

Reġistru tal-Qrati Superjuri, illum 8 ta' Lulju, 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, Constitutional Jurisdiction, on the 28th May, 2024, in the records of Constitutional Application number 392/2021TA, which was filed on the 11th March, 2024, in the names: Darmanin Anthony vs State Advocate 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: Appoint a day for the hearing case at the expense of the same applicant.

The Constitutional Application in the names mentioned above is postponed to 30th October, 2024, at 9.30 a.m.

Notify Respondent: Cachia Emanuela, 27, Triq San Leopoldu, Żurrieq.

Registry of the Superior Courts, today 8th July, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

1718

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, Sede Kostituzzjonali, fit-18 ta' Ġunju, 2024, fl-atti tar-Rikors Kostituzzjonali numru 567/2023AB, li ġie ppreżentat fis-16 ta' Novembru, 2023, fl-ismijiet: Gauci Francis et vs Fenech Brian 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-rikorrenti talbu lil din l-Onorabbli Qorti sabiex fost oħrajn: Tordna lill-intimati u/jew min minnhom, sabiex iħallsu l-kumpens u danni hekk likwidat. Bl-ispejjeż u bl-imgħax legali kontra l-intimati li huma inġunti għas-subizzjoni.

Ir-Rikors Kostituzzjonali fl-ismijiet imsemmija hawn fuq huwa differit għat-23 ta' Settembru, 2024, fid-9.00 a.m.

Notifika Intimat: Fenech Brian, 69, Triq il-Vitorja, Birkirkara

Reġistru tal-Qrati Superjuri, illum 29 ta' Lulju, 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, Constitutional Jurisdiction, on the 18th June, 2024, in the records of Constitutional Application number 567/2023AB, which was presented on the 16th November, 2023, in the names: Gauci Francis et vs Fenech Brian 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 applicants asked this Honourable Court to, among others: Order the respondents and/or either of whom, to pay the compensation and damages so liquidated. With costs and legal interest against the respondents who are summoned so that a reference to their evidence be made.

The Constitutional Application in the names mentioned above is postponed to 23rd September, 2024, at 9.00 a.m.

Notify Respondent: Fenech Brian, 69, Triq il-Vitorja, Birkirkara

Registry of the Superior Courts, today 29th July, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

1719

B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fl-4 ta' Ġunju, 2024, fl-atti tar-Rikors Ġuramentat numru 469/2024FDP, li ġie ppreżentat fit-30 ta' April, 2024, fl-ismijiet: Grech Tyrone Dr et noe vs BHC Limited, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187(3) et sequitur tal-Kap.12 biex isservi ta' notifika fil-konfront tal-intimata. Ir-rikorrenti talbu lil din l-Onorabbli Qorti sabiex fost oħrajn: Tikkundanna lill-kumpanija intimata sabiex tħallas lill-kumpanija rikorrenti s-somma ta' tmienja u għoxrin elf ewro, ħames mija erbgħa u erbgħin ewro u tmienja u sebgħin ċenteżmu (€28,544.78ċ). Bl-ispejjeż kollha u bl-imgħax legali kontra l-konvenuta li hija inġunta għas-subizzjoni.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għat-23 ta' Settembru, 2024, fid-9.30 a.m.

Notifika Intimata: BHC Limited. Apartment 4, Kyle – 135, Triq il-Mediterran, San Ġiljan, u 43, Triq Pietru Dacoutros, Santa Venera

Reġistru tal-Qrati Superjuri, illum 29 ta' Lulju, 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 June, 2024, in the records of Sworn Application number 469/2024FDP, which was filed on the 30th April, 2024, in the names: Grech Tyrone Dr et noe vs BHC Limited, the following publication was ordered, in terms of Article 187 (3) et sequitur of Cap. 12 for the purpose of service of the respondent. The applicants asked this Honorable Court to, among others: Condemn the respondent company to pay the applicant company the sum of twenty eight thousand euro, five hundred and forty four euro and seventy eight cents (€28,544.78c). With all costs and legal interest against the defendant who is summoned so that a reference to her evidence be made.

The Sworn Application in the names mentioned above is postponed to 23rd September, 2024, at 9.30 a.m.

Notify Respondent: BHC Limited. Apartment 4, Kyle – 135, Triq il-Mediterran, St Julian's, and 43, Triq Pietru Dacoutros, Santa Venera

Registry of the Superior Courts, today 29th July, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

1720

Permezz ta' digriet mogħti fit-22 ta' Lulju, 2024, mill-Prim'Awla tal-Qorti fl-atti tal-Mandat ta' Żgumbrament numru 1804/2023, fl-ismijiet (rikorrenti) Lombard Bank Malta plc vs (intimat) Alexander Aloisio, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimat Alexander Aloisio a tenur tal-Artikolu 187(3) tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors ippreżentat fil-Prim'Awla tal-Qorti Ċivili, fl-ismijiet (rikorrenti) Lombard Bank Malta plc (C1607) vs (intimat) Alexander Aloisio (KI 766551M) fid-19 ta' Settembru, 2023, ir-rikorrenti Lombard Bank Malta plc (C1607) talab lil din l-Onorabbli Qorti:

Tordna l-ħruġ ta' Mandat ta' Żgumbrament kontra l-intimat (mill-fond infraskritt) in esekuzzjoni tas-sentenza infraskritta, u billi l-intimat naqas li jagħmel dan sal-lum.

Fond: penthouse internament immarkata bin-numru 5D, fi blokka ta' appartamenti li jġibu n-numru 8 f'kumpless li jismu Cloisters Walk numru 20, Triq Carmel, San Ġiljan, u l-garaxx internament immarkat 31, livell ta' fuq il-kumpless ta' garaxxijiet, b'entratura komuni minn Triq Carmel, San Ġiljan.

Sentenza: Lombard Bank Malta lc vs Alexander Alosio (KI 766551M) mogħtija fit-13 ta' Lulju, 2023, mill-Imħallef Joanne Vella Cuschieri (Rikors Ġuramentat numru 653/2022 JVC) skont kopja hawn annessa u mmarkata Dok. A.

Illum 19 ta' Settembru, 2023

Ippreżentat mill-Avukat Dott. Rachel M. Bonello u l-PL Gerald Bonello

Mandat ta' Żgumbrament

Repubblika ta' Malta

Mandat tal-Qorti

Lill-Marixxall tal-Qorti

Mogħti mill-Qorti Prim'Awla bix-xhieda tal-Onor. Imħallef Doreen Clarke, LLD, Duttur tal-Liġi, Imħallef tal-Qorti hawn fuq imsemmija.

By means of a decree of the 22nd July, 2024, by the First Hall of the Civil Court, in the records of the Warrant of Eviction number 1804/2023 in the names (Applicant) Lombard Bank Malta plc vs (respondent) Alexander Aloisio, the following publication was ordered for the purpose of effecting service on the respondent Alexander Aloisio in terms of Article 187(3) of the Code of Organisation and Civil Procedure (Cap. 12)

By means of an application in the First Hall of the Civil Court, in the names (applicants) Lombard Bank Malta plc (C1607) vs (respondent) Alexander Aloisio (ID 766551M) filed on the 19th September, 2023, the applicant Lombard Bank Malta plc (C1607) asked this Honourable Court:

To order the issue of a Warrant of Eviction against the respondent (from the under mentioned premises) in execution of the under mentioned judgement and this since the respondent failed to vacate till this day.

Premises: Penthouse internally marked with number 5D in a block of appartments holding number 8 in a complex named Cloisters Walk number 20, in Triq Carmel, San Giljan and the garage internament marked number 31, upper level of the garages complex, with a common entrance from Triq Carmel, St Julian's.

Judgement: Lombard Bank Malta plc vs Alexander Aliosio (KI 766551M) given on the 13th July, 2023, by Judge Joanne Vella Cuschieri (Sworn Application 653/2022JV according to a copy here attached and marked as Doc. A.

Today 19th September, 2023

Filed by Dr Rachel M. Bonello and LP Gerald Bonello

Warrant of Eviction

Republic of Malta

Court Warrant

To the Court Marshall

Given by the Civil Court First Hall, above mentioned, with the witness of the Hon. Madam Justice Doreen Clarke, LLD, Doctor of Laws.

Illum 19 ta' Settembru, 2023

Esponenti: 67, Triq ir-Repubblika, Il-Belt Valletta

Esekuzzjoni: Penthouse 5D, Block 8, Cloisters Walk, 20, Triq Carmel, San Ġiljan

Notifika Intimat: Penthouse 5D, Block 8, Cloisters Walk 20, Triq Carmel, San Ġiljan.

Reġistru tal-Qrati Superjuri, illum 8 ta' Awwissu, 2024

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

Today 19th September, 2023

Applicant: 67, Triq ir-Repubblika, Valletta

Execution: Penthouse 5D, Block 8 Cloisters Walk, 20, Triq Carmel, St Julian's

Notification Respondent: Penthouse 5D, Block 8 Cloisters Walk 20, Triq Carmel, St Julian's.

Registry of the Superior Courts, today 8th August, 2024

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

1721

Ikun jaf kulħadd illi b'rikors ippreżentat fil-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Volontarja fil-25 ta' Lulju, 2024 (Rikors numru 61/2024) rikors ta' Theodora Borg fejn intalbet l-apertura tas-suċċessjoni ta' Mario Borg, ġja divorzjat, bin George Borg u Theodora Borg née Cassar, imwieled ir-Rabat, Għawdex, fil-21 ta' Mejju 1972 u miet ir-Rabat, Għawdex fil-25 ta' April, 2024 (KI 13072G), liema apertura ta' suċċessjoni għandha ssir a favur tal-ġenituri tiegħu George Borg (KI 49149G) u Theodora Borg (KI 3152G) u oħtu Jane Portelli (KI 15473G), ġie ordnat il-ħruġ ta' dan il-bandu biex jiġi mgħarraf kull min jista' jkollu x'jaqsam fih.

Għaldaqstant, kull min jidhirlu li għandu interess huwa b'dan imsejjaħ biex jidher quddiem il-Qorti fuq imsemmija sabiex b'nota jmur kontra dik it-talba fi żmien ħmistax-il ġurnata li jibda jgħaddi minn dak il-jum li fih jiġi mwaħħal il-bandu.

Mogħti mill-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Volontarja bix-xhieda ta' Dott. Brigitte Sultana, Duttur tal-Liġi, Maġistrat tal-Qorti hawn fuq imsemmija.

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Volontarja

Illum 8 ta' Awwissu, 2024

DANIEL SACCO
Deputat Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

It is hereby notified that by means of an application filed in the Court of Magistrates (Gozo) Voluntary Jurisdiction on the 25th of July, 2024 (Application number 61/2024) by Theodora Borg, the opening of the SUCCESSION was requested of Mario Borg, previously divorced, son of George Borg and Theodora Borg née Cassar, born in Victoria, Gozo, on the 21st of May, 1972, and died in Victoria, Gozo, on the 25th of April, 2024 (ID 13072G), which aperture of succession is to be made in favour of his parents George Borg (ID 49149G) and Theodora Borg (ID 3152G) and his sister Jane Portelli (ID 15473G), the issue of these bands was ordered to let know everyone who may have an interest therein.

Therefore, anyone who might have an interest is hereby summoned to appear before the aforementioned Court in order to oppose that request by means of a note within fifteen days which start running from the day of the posting of the banns.

Issued by the Court of Magistrates (Gozo), Voluntary Jurisdiction, with the testimony of Dr Brigitte Sultana, Doctor of Law, Magistrate of the aforementioned Court.

Registry of the Court of Magistrates (Gozo), Voluntary Jurisdiction

Today the 8 th of August, 2024

DANIEL SACCO
Deputy Registrar, for the Registrar, Courts and Tribunals (Gozo)

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