Nru./No. 21,381
Prezz/Price
€7.74

Gazzetta tal-Gvern ta' Malta
The Malta Government Gazette

Il-Ġimgħa, 24 ta' Jannar, 2025
Friday, 24th January, 2025

Pubblikata b'Awtorità
Published by Authority

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NOTIFIKAZZJONIJIET TAL-GVERN

Nru. 118

PUBBLIKAZZJONI TA' ABBOZZ TA' LIĠI FIS-SUPPLIMENT

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

Abbozz ta' Liġi Nru 123 imsejjaħ l-Att tal-2025 li jemenda l-Att dwar l-Użu mill-Ġdid tal-Informazzjoni tas-Settur Pubbliku.

L-24 ta' Jannar 2025

Nru. 119

AWTORITÀ TAL-ISTATISTIKA TA' MALTA

NGĦARRFU għall-informazzjoni ta' kulħadd illi, bis-saħħa tas-setgħat mogħtija lilu bl-artikolu 5(3) tal-Att dwar l-Awtorità tal-Istatistika ta' Malta, Kap. 422, il-Ministru għall-Finanzi għoġbu jagħmel dawn il-ħatriet kif ġej fuq il-bord tal-Awtorità tal-Istatistika ta' Malta:

Chairman
Dott. Carl Camilleri

Deputat Chairman
Dott. Aaron George Grech

Membri
Is-Sur Etienne Caruana (ex-officio)
Is-Sur Kevin Vella
Dott. Vincent Marmara
Is-Sur Josef Vella
Is-Sur Gianluca Cutajar
Dott. Fiona Sammut
Is-Sur Joseph Farrugia

Dawn il-ħatriet jibqgħu validi għal perjodu ta' tliet snin b'seħħ mit-22 ta' Jannar, 2025.

It-22 ta' Jannar, 2025

Nru. 120

WARRANT MILL-MINISTRU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

NGĦARRFU illi bis-saħħa tas-setgħat mogħtija bl-Artikolu 3 tal-Ordinanza dwar il-Kummissjunajri b'Setgħa li Jagħtu Ġurament (Kap. 79), il-Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni ħatar bħala Kummissjunarji b'Setgħa li Jagħtu Ġurament, fil-qadi tad-doveri tagħhom u sakemm jibqgħu fil-kariga, lill-imsemmija hawn taħt:-

GOVERNMENT NOTICES

No. 118

PUBLICATION OF BILL IN SUPPLEMENT

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

Bill No. 123 entitled the Re-Use of Public Sector Information (Amendment) Act, 2025.

24th January, 2025

No. 119

MALTA STATISTICS AUTHORITY

IT is notified for general information that, in exercise of the powers conferred by Article 5(3) of the Malta Statistics Authority Act, Cap. 422, the Minister for Finance has made the following appointments on the board of the Malta Statistics Authority:

Chairman
Dr Carl Camilleri

Deputy Chairman
Dr Aaron George Grech

Members
Mr Etienne Caruana (ex-officio)
Mr Kevin Vella
Dr Vincent Marmara
Mr Josef Vella
Mr Gianluca Cutajar
Dr Fiona Sammut
Mr Joseph Farrugia

These appointments remain valid for a period of three years with effect from 22nd January, 2025

22nd January, 2025

No. 120

WARRANT BY THE MINISTER FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

IT is notified that in exercise of such powers as provided by Article 3 of the Commissioners for Oaths Ordinance (Cap. 79) the Minister for Justice and Reform of the Construction Sector appointed as Commissioners for Oaths, in the performance of their duties and for as long as they remain in such office, the undermentioned:

Persuni li jwettqu funzjonijiet relatati mas-servizz barrani tal-Gvern barra minn Malta

Bonnici, is-Sa Marlene – Ambaxxatur, Ambaxxata tar-Repubblika ta' Malta, Berlin, ir-Repubblika Federali tal-Ġermanja

Calleja, is-Sur Charles – First Secretary, Ambaxxata tar-Repubblika ta' Malta, Ankara, ir-Repubblika tat-Turkija

Farrugia, Dott. Marisa – Ambaxxatur, Ambaxxata tar-Repubblika ta' Malta, Ankara, ir-Repubblika tat-Turkija

Gulia, Dott. Gavin – Ambaxxatur, Ambaxxata tar-Repubblika ta' Malta, Varsavja, il-Polonja

Montfort, Prof. Stephen – Kummissarju Għoli, Kummissjoni Għolja ta' Malta, Londra, ir-Renju Unit

Xuereb, is-Sur Karl Matthew – First Secretary, Ambaxxata tar-Repubblika ta' Malta, Tel Aviv, l-Istat ta' Iżrael

Xuereb, Dott. Vanni – Ambaxxatur, Ambaxxata tar-Repubblika ta' Malta, Brussell, ir-Renju tal-Belġju

Uffiċjali Pubbliċi/Impjegati Pubbliċi

Bordieri, Surġent Jonathan – Korp tal-Pulizija ta' Malta
Cutajar, Surġent Alfred – Korp tal-Pulizija ta' Malta
Fenech, Surġent Jeremy – Korp tal-Pulizija ta' Malta
Grech, Surġent Evan – Korp tal-Pulizija ta' Malta
Pace, Surġent Merton – Korp tal-Pulizija ta' Malta

Avukati

Pace Dimech, Dott. Marita
Said, Dott. Mark

B'Awtorità
Jonathan Attard
Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

L-24 ta' Jannar, 2025

MJEG 21/2020/13

Nru. 121

ORDNI MILL-MINISTERU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

BIS-SAĦĦA tal-poteri mogħtija bl-Artikolu 113 tal-Kodiċi Ċivili (Kap. 16), il-Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni għamel din l-Ordni li permezz tagħha l-Ordni ta' Adozzjoni datata 28 ta' Ġunju, 2024, mogħtija mid-District Magistrate, Howrah District, f'West Bengal fl-Indja, qiegħda tkun speċifikata bħala adozzjoni bejn pajjiż u ieħor tal-persuni hemmhekk imsemmija u dan ai termini tal-Artikoli 113, 130 u 130A tal-Kodiċi Ċivili.

(Iff.) Av. Jonathan Attard
Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

L-24 ta' Jannar, 2025

Persons who perform functions relating to the foreign service of the Government outside Malta

Bonnici, Ms Marlene – Ambassador, Embassy of the Republic of Malta, Berlin, The Federal Republic of Germany

Calleja, Mr Charles – First Secretary, Embassy of the Republic of Malta, Ankara, The Republic of Turkiye

Farrugia, Dr Marisa – Ambassador, Embassy of the Republic of Malta, Ankara, The Republic of Turkiye

Gulia, Dr Gavin – Ambassador, Embassy of the Republic of Malta, Warsaw, Poland

Montfort, Prof Stephen – High Commissioner, Malta High Commission, London, United Kingdom

Xuereb, Mr Karl Matthew – First Secretary, Embassy of the Republic of Malta, Tel Aviv, The State of Israel

Xuereb, Dr Vanni – Ambassador, Embassy of the Republic of Malta, Brussels, The Kingdom of Belgium

Public Officers/Public Employees

Bordieri, Sergeant Jonathan – Malta Police Force
Cutajar, Sergeant Alfred – Malta Police Force
Fenech, Sergeant Jeremy – Malta Police Force
Grech, Sergeant Evan – Malta Police Force
Pace, Sergeant Merton – Malta Police Force

Advocates

Pace Dimech, Dr Marita
Said, Dr Mark

By Authority
Jonathan Attard
Minister for Justice and Reform of the Construction Sector

24th January, 2025

No. 121

ORDER OF THE MINISTRY FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

IN exercise of the powers conferred by Article 113 of the Civil Code (Cap. 16), the Minister for Justice and Reform of the Construction Sector has made this Order whereby the Adoption Order dated 28th June, 2024, issued by the District Magistrate, Howrah District, in West Bengal, India is being specified as an adoption of the persons therein mentioned for the purposes of Articles 113, 130 and 130A of the Civil Code.

(Sgd) Dr Jonathan Attard
Minister for Justice and Reform of the Construction Sector

24th January, 2025

Nru. 122

ORDNI MILL-MINISTRU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

BIS-SAĦĦA tal-poteri mogħtija bl-Artikolu 113 tal-Kodiċi Ċivili (Kap. 16), il-Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni għamel din l-Ordni li permezz tagħha l-Ordni ta' Adozzjoni datata 12 ta' Ottubru, 1984, mogħtija minn Slough County Court fl-Ingilterra, qiegħda tkun speċifikata bħala adozzjoni bejn pajjiż u ieħor tal-persuna hemmhekk imsemmija u dan a termini tal-Artikoli 113, 130 u 130A tal-Kodiċi Ċivili.

(Iff.) Av. Jonathan Attard
Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

L-24 ta' Jannar, 2025

No. 122

ORDER OF THE MINISTER FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

IN exercise of the powers conferred by Article 113 of the Civil Code (Cap. 16), the Minister for Justice and Reform of the Construction Sector has made this Order whereby the Adoption Order dated 12th October, 1984, issued by Slough County Court, England, is being specified as an adoption of the person therein mentioned for the purposes of Articles 113, 130 and 130A of the Civil Code.

(Sgd) Dr Jonathan Attard
Minister for Justice and Reform of the Construction Sector

24th January, 2025

Nru. 123

ORDNI MILL-MINISTRU GĦALL-ĠUSTIZZJA U R-RIFORMA TAS-SETTUR TAL-KOSTRUZZJONI

BIS-SAĦĦA tal-poteri mogħtija bl-Artikolu 113 tal-Kodiċi Ċivili (Kap. 16), il-Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni għamel din l-Ordni li permezz tagħha l-Ordni ta' Adozzjoni datata 9 ta' Awwissu, 2024, mogħtija mill-Judicial Branch of the Public Family Court of the La Mesa Circuit – Cundinmarcat fil-Kolombja, qiegħda tkun speċifikata bħala adozzjoni bejn pajjiż u ieħor tal-persuna hemmhekk imsemmija u dan a termini tal-Artikoli 113, 130 u 130A tal-Kodiċi Ċivili.

(Iff.) Av. Jonathan Attard
Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

L-24 ta' Jannar, 2025

No. 123

ORDER OF THE MINISTER FOR JUSTICE AND REFORM OF THE CONSTRUCTION SECTOR

IN exercise of the powers conferred by Article 113 of the Civil Code (Cap. 16), the Minister for Justice and Reform of the Construction Sector has made this Order whereby the Adoption Order dated 9th August, 2024, issued by the Judicial Branch of the Public Family Court of the La Mesa Circuit – Cundinmarcat, Colombia, is being specified as an adoption of the person therein mentioned for the purposes of Articles 113, 130 and 130A of the Civil Code.

(Sgd) Dr Jonathan Attard
Minister for Justice and Reform of the Construction Sector

24th January, 2025

Nru. 124

KONSLU ONORARJU TA' MALTA F'COLOMBO, IR-REPUBBLIKA DEMOKRATIKA SOĊJALISTA TAS-SRI LANKA

NGĦARRFU b'din għall-informazzjoni ta' kulħadd illi l-Gvern ta' Malta ħatar lis-Sur Mohamed Ishak Senthano Sabar bħala Konslu Onorarju ta' Malta f'Colombo, ir-Repubblika Demokratika Soċjalista tas-Sri Lanka.

L-indirizz tal-Konsolat Onorarju huwa li gej:

46/12
Sayuru Sevana, 4th Floor
Nawam Mawatha, 0200
Colombo
Sri Lanka

No. 124

HONORARY CONSUL OF MALTA IN COLOMBO, DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA

IT is hereby notified for general information that the Government of Malta has appointed Mr Mohamed Ishak Senthano Sabar as Honorary Consul of Malta in Colombo, Democratic Socialist Republic of Sri Lanka.

The Honorary Consulate is situated at:

46/12
Sayuru Sevana, 4th Floor
Nawam Mawatha, 0200
Colombo
Sri Lanka

Numru tat-telefown: +94112336853

Indirizz Elettroniku: (maltaconsul-colombo@gov.mt)

L-24 ta' Jannar, 2025

Nru. 125

KONSLU ONORARJU TA' MALTA F'INNSBRUCK, IR-REPUBBLIKA TAL-AWSTRIJA

NGĦARRFU b'din għall-informazzjoni ta' kulħadd illi l-Gvern ta' Malta ħatar lis-Sur Jakob Grüner bħala Konslu Onorarju ta' Malta f'Innsbruck, ir-Repubblika tal-Awstrija.

L-indirizz tal-Konsolat Onorarju huwa li gej:

Arkadenhof
Maria Theresien Strasse 34
Innsbruck
Austria

Numru tat-telefown: +43512239900
Indirizz Elettroniku: (maltaconsul-innsbruck@gov.mt)

L-24 ta' Jannar, 2025

Nru. 126

ĦATRA TA' AĠENT SKRIVAN TAL-KAMRA TAD-DEPUTATI

L-ISKRIVAN tal-Kamra tad-Deputati approva l-ħatra temporanja li ġejja:

ISEM *NAME*	POST *POST*	DIPARTIMENT *DEPARTMENT*	DATA *DATE*
Is-Sa Josanne Paris	Aġent Skrivan tal-Kamra tad-Deputati *Acting Clerk of the* *House of Representantives*	Kamra tad-Deputati Parlament ta' Malta *House of Representatives* *Parliament of Malta*	23.1.25 - 26.1.25

L-24 ta' Jannar, 2025

Nru. 127

ATT DWAR IT-TAXXA FUQ IL-VALUR MIŻJUD (KAP. 406)

Avviż skont l-Artikoli 58 u 73

SKONT id-dispozizzjonijiet tal-proviso tal-artikolu 58(3) u l-artikolu 73(2) tal-Att tat-Taxxa Fuq il-Valur Miżjud, il-Kummissarju tat-Taxxa u d-Dwana qiegħed hawnhekk jinnotifika lill-persuna/i mniżżla hawn taħt li ħareġ avviż fir-rigward tagħhom għal ħlas ta' taxxa, penali u interessi skont l-Arikolu 59 tal-Kap. 406.

Telephone Number: +94112336853

Email address: (maltaconsul-colombo@gov.mt)

24th January, 2025

No. 125

HONORARY CONSUL OF MALTA IN INNSBRUCK, REPUBLIC OF AUSTRIA

IT is hereby notified for general information that the Government of Malta has appointed Mr Jakob Grüner as Honorary Consul of Malta in Innsbruck, Republic of Austria.

The Honorary Consulate is situated at:

Arkadenhof
Maria Theresien Strasse 34
Innsbruck
Austria

Telephone Number: +43512239900
Email: (maltaconsul-innsbruck@gov.mt)

24th January, 2025

No. 126

APPOINTMENT OF ACTING CLERK OF THE HOUSE OF REPRESENTATIVES

THE Clerk of the House of Representatives has approved the following temporary appointment:

ISEM *NAME*	POST *POST*	DIPARTIMENT *DEPARTMENT*	DATA *DATE*
Is-Sa Josanne Paris	Aġent Skrivan tal-Kamra tad-Deputati *Acting Clerk of the* *House of Representantives*	Kamra tad-Deputati Parlament ta' Malta *House of Representatives* *Parliament of Malta*	23.1.25 - 26.1.25

24th January, 2025

No. 127

VALUE ADDED TAX ACT (CAP. 406)

Notice in terms of Articles 58 and 73

IN terms of the proviso to Article 58(3) and Article 73(2) of the Value Added Tax Act, the Commissioner for Tax and Customs is hereby notifying the person/s listed hereunder that a demand notice for payment of tax, penalties and interest as per Article 59 of Cap. 406 has been issued in their regard.

Numru tal-VAT	*Tax Payer*
2507-8811	Majed Aldarwish
1455-3623	Adex Limited
1837-7701	Protectima Limited
1501-8819	C.F.V. Enterprises Company Limited
2083-8720	CT Catering Limited
2083-8720	Christopher Tabone
1496-8808	Karnick Fashions Limited
1868-1013	Malta Oil & Gas Limited
1868-1013	Paul Robert Thomson
1868-1013	Paula Thomson
1294-9111	Eurofood Marketing ltd
1868-1323	Prime.Com Limited
1869-8334	Future Trends Ltd
2037-1121	Group Mihael Progress Limited
1721-4521	Sunflower Promotions Ltd
1703-7313	IRISL Malta Limited
1703-7313	Mansour Eslami
1703-7313	Meghdadi Ney Shabouri
2167-9911	VDP Aviation Limited
1798-5314	Scentiments Co. Ltd
1816-3806	Torri Kercem Ltd
1816-3806	William Caruana
2229-9735	Lightning Furniture & Lifestyle Ltd
2229-9735	Andrea Sartori
2416-4902	Arthur Hockberg
2197-5706	Stoppa Telefonforsajning Ltd
2197-5706	Daniel Eghammar
2378-9836	Malta Air Technik Limited
2378-9836	Diana Bukaeva
2248-4423	First Unicam Limited
2248-4423	Michael Khoss
2224-5728	Wilsdorf Limited
2224-5728	Fausto Paoletti
2207-1003	MKS Timeless Limited
2207-1003	Michael Khoss
2202-6217	Giuseppe Polichetti
2265-5515	Werner Laske
2220-8422	Leader Mobile Malta Limited
2220-8422	Paolo Mininni
2295-2430	Klaus Thomas Steffens
2295-2430	Martina Steffens

Jekk il-ħlas ma jsirx fi żmien 30 jum mid-data ta' din in-notifika il-Kummissarju tat-Taxxa u d-Dwana se jipproċedi biex jinforza l-ħlas skont il-liġi.

Kopji tal-imsemmija avviż jistgħu jinġabru mis-Sezzjoni tal-Ġbir, KTD, Blk 5, Il-Furjana.

L-24 ta' Jannar, 2025

VAT Number	*Tax Payer*
2507-8811	Majed Aldarwish
1455-3623	Adex Limited
1837-7701	Protectima Limited
1501-8819	C.F.V. Enterprises Company Limited
2083-8720	CT Catering Limited
2083-8720	Christopher Tabone
1496-8808	Karnick Fashions Limited
1868-1013	Malta Oil & Gas Limited
1868-1013	Paul Robert Thomson
1868-1013	Paula Thomson
1294-9111	Eurofood Marketing ltd
1868-1323	Prime.Com Limited
1869-8334	Future Trends Ltd
2037-1121	Group Mihael Progress Limited
1721-4521	Sunflower Promotions Ltd
1703-7313	IRISL Malta Limited
1703-7313	Mansour Eslami
1703-7313	Meghdadi Ney Shabouri
2167-9911	VDP Aviation Limited
1798-5314	Scentiments Co. Ltd
1816-3806	Torri Kercem Ltd
1816-3806	William Caruana
2229-9735	Lightning Furniture & Lifestyle Ltd
2229-9735	Andrea Sartori
2416-4902	Arthur Hockberg
2197-5706	Stoppa Telefonforsajning Ltd
2197-5706	Daniel Eghammar
2378-9836	Malta Air Technik Limited
2378-9836	Diana Bukaeva
2248-4423	First Unicam Limited
2248-4423	Michael Khoss
2224-5728	Wilsdorf Limited
2224-5728	Fausto Paoletti
2207-1003	MKS Timeless Limited
2207-1003	Michael Khoss
2202-6217	Giuseppe Polichetti
2265-5515	Werner Laske
2220-8422	Leader Mobile Malta Limited
2220-8422	Paolo Mininni
2295-2430	Klaus Thomas Steffens
2295-2430	Martina Steffens

Unless payment is effected within 30 days from the date of this notice the Commissioner for Tax and Customs will proceed to enforce payment in terms of law.

Copies of said notices may be collected from the Collection Section, MTCA, Blk5, Floriana.

24th January, 2025

Nru. 128

ELEZZJONI KAŻWALI 2025
ĦAŻ-ŻEBBUĠ (MALTA)

Dikjarazzjoni tar-Riżultat ta' Elezzjoni Każwali

AĦNA, li ffirmajna isimna hawn taħt, Kummissjonarji Elettorali fl-Elezzjoni Każwali ta' Kunsillier, li saret fl-20 jum ta' Jannar, 2025, biex jimtela l-post li tbattal minn Grech Godwin, Kunsillier għal-lokalità hawn fuq imsemmija, hawnhekk ngħarrfu illi l-poloz tal-votazzjoni fil-pakkett issiġillat tal-Kunsillier li l-post tiegħu tbattal ġew eżaminati u trasferiti skont il-liġi lill-kandidat nominat validament u li r-riżultat huwa kif jidher hawn taħt:

No. 128

CASUAL ELECTION 2025
ĦAŻ-ŻEBBUĠ (MALTA)

Declaration of Result of a Casual Election

WE, the undersigned, Electoral Commissioners at the Casual Election of a Councillor, held on the 20th January, 2025, to fill the post vacated by Grech Godwin, an elected Councillor for the said locality, do hereby give notice that the ballot papers in the sealed parcel of the vacating Councillor were duly examined and transferred according to the validly nominated candidate and that the result is as shown hereunder:

Numru ta' voti fil-Pakkett *Number of votes in Parcel* } **795**

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

Kwota *Quota* } **398**

Ismijiet tal-Kandidati *Names of Candidates*	Għadd1 *1st Count*	Għadd 2 *2nd Count*	
	Voti *Votes*	Trasferiment tal-Voti ta' Borg Noelle	Riżultat
PARTIT LABURISTA			
BORG ANTHONY (TONY)	259	+ 79	338
BORG NOELLE	154	- 154	–
SCICLUNA PHILIP	350	+ 73	423E
Voti Mhux Trasferibbli *Non-Transferable Papers*	32	+ 2	34
Totali *Totals*	795		795

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

Id-data tal-lum, l-20 ta' Jannar, 2025
Dated today 20th January, 2025

JOE CAMILLERI
Kummissjonarju Elettorali Prinċipali
Chief Electoral Commissioner

M. AZZOPARDI V. DALLI R. DIMECH D. GALEA I. MICALLEF
M. PORTELLI S. SANT V. SCERRI A. SCIBERRAS J. SCICLUNA

Kummissjonarji Elettorali
Electoral Commissioners

L-24 ta' Jannar, 2025 24th January, 2025

Nru. 129

NUMRI ĠODDA TA' BIBIEN FIS-SIĠĠIEWI

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

No. 129

NUMBERING OF DOORS AT IS-SIĠĠIEWI

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

SKEDA/*SCHEDULE*

IS-SIĠĠIEWI

SQAQ SAN ĠWANN NRU 3

Meta tidħol minn Triq San Ġwann
Entering from Triq San Ġwann

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
1A, St Joseph	1
Garaxx	2
1	3
Garaxx	4
3	5
Garaxx	6
4	7
Garaxx	8
Bieb bla numru	9
Bieb bla numru	10
Maleth Court, Mais 1	11
Maleth Court	12
Garaxx	13
Garaxx	14
Bieb bla numru	15
Bieb imbarrat	16

L-24 ta' Jannar, 2025

24th January, 2025

Nru. 130

NUMRI ĠODDA TA' BIBIEN F'ĦAŻ-ŻEBBUĠ(M)

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

No. 130

NUMBERING OF DOORS AT ĦAŻ-ŻEBBUĠ(M)

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

SKEDA/*SCHEDULE*

ĦAŻ-ŻEBBUĠ(M)

TRIQ PATRI ANDREA AZZOPARDI OFM

In-naħa tax-xellug meta tidħol minn Triq Anthony Aquilina
Left side entering from Triq Anthony Aquilina

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
Grada	1

In-naħa tal-lemin meta tidħol minn Triq Anthony Aquilina
Right side entering from Triq Anthony Aquilina

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
Garaxx	2

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
Our Dream	3		
Garaxx	5		
Grada	7		
Anzalor	9		
Garaxx	11		
Morning Star	13		
Garaxx	15		
Golden Rose	17		
Garaxx	19		
Sit bla bini	21		
Sit bla bini	23		
Tenishia	25		
Garaxx	27		
Lagoon	29		
The Montague Court	31		
Perla	33		
Daħla għall-garaxxijiet	35		
Garaxx	37		
Il-Gardell	39		

L-24 ta' Jannar, 2025

Nru. 131

NUMRI ĠODDA TA' BIBIEN FIL-FLORIANA

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 708 tat-8 ta' Lulju, 2005, taħt it-titlu 'Numri ġodda ta' bibien fil-Floriana', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

24th January, 2025

No. 131

NUMBERING OF DOORS AT FLORIANA

Amendments

WITH reference to Government Notice No. 708 dated 8th July, 2005, under the title 'Renumbering of doors at Floriana', the following amendments in **bold** should be made.

FLORIANA

12. PJAZZA SIR LUIGI PREZIOSI

Meta tidħol minn Triq Pietro Floriani
Entering from Triq Pietro Floriani

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Garaxx	8
Sit bla bini	9-13
43	14
Garaxx	15
40	16

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
8 (Garaxx)	8
9 (Daħla għall-garaxxijiet)	**9**
10, Pietro Floriani Mansions	**10**
Garaxx	**11**
Bieb bla numru	**12**
Bieb bla numru	**13**
Bieb bla numru	**14**
Bieb bla numru	**15**
16	16

L-24 ta' Jannar, 2025

Nru. 132

NUMRI ĠODDA TA' BIBIEN FL-IKLIN

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 64 tal-20 ta' Jannar, 2017, taħt it-titlu 'Numri ġodda ta' bibien fl-Iklin', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

24th January, 2025

No. 132

NUMBERING OF DOORS AT L-IKLIN

Amendments

WITH reference to Government Notice No. 64 dated 20th January, 2017, under the title 'Numbering of doors at L-Iklin', the following amendments in **bold** should be made.

L-IKLIN

TRIQ IL-WIED

In-naħa tax-xellug meta tidħol minn Triq Geronimo Abos

Left side entering from Triq Geronimo Abos

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

In-naħa tal-lemin meta tidħol minn Triq Geronimo Abos

Right side entering from Trtiq Geronimo Abos

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
The Roses	118
Sit bla bini	120
Sit bla bini	122
Il-Ħarruba	124

għandhom jinqraw
should read

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

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
118	118
Garaxx	**120**
Delfonics	**122**
124, Il-Ħarruba	124

L-24 ta' Jannar, 2025

24th January, 2025

Nru. 133

NUMRI ĠODDA TA' BIBIEN FL-IMSIDA

Emenda

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 767 tal-1 ta' Awwissu, 2014, taħt it-titlu 'Numri ġodda ta' bibien fil-Ħamrun', għandha ssir din l-emenda kif indikata b'tipi **grassi**.

No. 133

NUMBERING OF DOORS AT L-IMSIDA

Amendment

WITH reference to Government Notice No. 767 dated 1st August, 2014, under the title 'Renumbering of doors at Il-Ħamrun', the following amendment in **bold** should be made.

L-IMSIDA

2. TRIQ IL-FRANĠISKANI

In-naħa tax-xellug meta tidħol minn Triq Misraħ il-Barrieri (L-Imsida)

Left side entering from Triq Misraħ il-Barrieri (L-Imsida)

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

In-naħa tal-lemin meta tidħol minn Triq Roger Debattista (L-Imsida)

Right side entering from Triq Roger Debattista (L-Imsida)

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Sit bla bini	94
Sit bla bini	96
Ħanut	98
Bieb bla numru	100

għandha tinqara
should read

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

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Garaxx	**96**
98 (Ħanut)	98
100	100

** In-numru 94 mhux se jintuża peress li nfetħu inqas bibien milli kien hemm maħsub oriġinarjament.*

L-24 ta' Jannar, 2025

24th January, 2025

Nru. 134

NUMRI ĠODDA TA' BIBIEN F'TAL-PIETÀ

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 598 tal-31 ta' Lulju, 1998, taħt it-titlu 'Numri ġodda ta' bibien f'Tal-Pietà', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

No. 134

NUMBERING OF DOORS AT TAL-PIETÀ

Amendments

WITH reference to Government Notice No. 598 dated 31st July, 1998, under the title 'Renumbering of doors at Tal-Pietà', the following amendment in **bold** should be made.

TAL-PIETÀ

3. TELGĦET GWARDAMANĠA

In-naħa tax-xellug meta tidħol minn Triq ix-Xatt

Left side entering from Triq ix-Xatt

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

In-naħa tal-lemin meta tidħol minn Triq ix-Xatt

Right side entering from Triq ix-Xatt

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

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Casa Portelli	137		
Garaxx	139		
Jokate (Showroom)	141		
Janus	143		
Bonheur (Flats 1-2)	145		

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
135, **The Spinnaker (Flettijiet)**	135		
Bieb bla numru	**135A**		
Alice, Mais 1	**137**		
Seb, Blk A	**137A**		
Bieb bla numru	**139**		
Eclair	**139A**		
Seb, Blk B	**141**		
Bieb bla numru	**141A**		
143 (Flettijiet)	**143**		
Garaxx	**143A**		
145, Bonheur	145		

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
55	169		
56	171		
Ave Maria	173		
58 (Ħanut)	175		
Garaxx	177		
59	179		
60, St Anthony	181		

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
169	169		
Bieb bla numru (Flettijiet)	**171**		
Bieb bla numru	**171A**		
173A	**173**		
173 (Flettijiet)	**175**		

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
177 **(Ħanut)**	177
179, **Jean Mansions**	179
181**,** St Anthony	181

L-24 ta' Jannar, 2025

Nru. 135

NUMRI ĠODDA TA' BIBIEN FIL-QRENDI

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 203 tal-24 ta' Frar, 2017, taħt it-titlu 'Numri ġodda ta' bibien fil-Qrendi', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

24th January, 2025

No. 135

NUMBERING OF DOORS AT IL-QRENDI

Amendments

WITH reference to Government Notice No. 203 dated 24th February, 2017, under the title 'Numbering of doors at Il-Qrendi', the following amendments in **bold** should be made.

IL-QRENDI

TRIQ NAZZARENO SAMMUT

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

Left side entering from Triq San Mattew

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Garaxx	35
Sit bla bini	37
Sit bla bini	39
Sit bla bini	41
Sit bla bini	43
Sit bla bini	45
Sit bla bini	47
Sit bla bini	49
Sit bla bini	51
Sit bla bini	53
Sit bla bini	55
Garaxx	57

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

Right side entering from Triq San Mattew

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

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
35 (Garaxx)	35
CO2 (Ġużè Cassar, Block C)	**37**
Ġużè Cassar, Block C	**39**
CO1 (Ġużè Cassar, Block C)	**41**
Bieb bla numru	**43**

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

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Ġużè Cassar, Block B	**45**		
BO1 (Ġużè Cassar, Block B)	**47**		
57 (Garaxx)	57		

** In-numri 49, 51, 53 u 55 mhux se jintużaw peress li nfetħu inqas bibien milli kien hemm maħsub oriġinarjament.*

L-24 ta' Jannar, 2025

Nru. 136

NUMRI ĠODDA TA' BIBIEN FIL-QRENDI

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 717 tad-19 ta' Awwissu, 2008, taħt it-titlu 'Numri ġodda ta' bibien fil-Qrendi', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

24th January, 2025

No. 136

NUMBERING OF DOORS AT IL-QRENDI

Amendments

WITH reference to Government Notice No. 717 dated 19th August, 2008, under the title 'Renumbering of doors at Il-Qrendi', the following amendments in **bold** should be made.

IL-QRENDI

9. TRIQ SAN MATTEW

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

Left side entering from Triq il-Kbira

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

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

Right side entering from Triq il-Kbira

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Casa De La Vall	44
Daħla għall-garaxxijiet	46
Sit bla bini	48
Sit bla bini	50
Sit bla bini	52
Sit bla bini	54
Sit bla bini	56
Sit bla bini	58
Kamra tad-Dawl (Sub-Station)	60

għandhom jinqraw
should read

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

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
44, Casa De La Vall	44
46 (Daħla għall-garaxxijiet)	46
AO1 (Ġużè Cassar, Block A)	**48**
Ġużè Cassar, Block A	**50**
Daħla għall-garaxxijiet	**52**
60 (Sub-Station)	60

** In-numri 54, 56 u 58 mhux se jintużaw peress li nfetħu inqas bibien milli kien hemm maħsub oriġinarjament.*

L-24 ta' Jannar, 2025

24th January, 2025

Nru. 137

NUMRI ĠODDA TA' BIBIEN FIS-SWATAR, L-IMSIDA

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 294 tas-7 ta' April, 1998, taħt it-titlu 'Numri ġodda ta' bibien fl-Imsida', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

No. 137

NUMBERING OF DOORS AT IS-SWATAR, L-IMSIDA

Amendments

WITH reference to Government Notice No. 294 dated 7th April, 1998, under the title 'Renumbering of doors at L-Imsida', the following amendments in **bold** should be made.

IS-SWATAR, L-IMSIDA

7. TRIQ ĠUŻÈ ELLUL MERCER

In-naħa tax-xellug meta tidħol minn Triq is-Swatar

Left side entering from Triq is-Swatar

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

In-naħa tal-lemin meta tidħol minn Triq is-Swatar

Right side entering from Triq is-Swatar

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
74, Edera	40
75, Odiens	42
Garaxx	44
Bieb bla numru (Dar)	46

għandhom jinqraw
should read

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

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
40	40
Jupiter (Flettijiet)	**42**
Uffiċċju	**44**
Garaxx	**44A**
46, **Brooklyn**	46

L-24 ta' Jannar, 2025

24th January, 2025

Nru. 138

NUMRI ĠODDA TA' BIBIEN F'ĦAL TARXIEN

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 701 tal-21 ta' Mejju, 2021, taħt it-titlu 'Numri ġodda ta' bibien f'Ħal Tarxien', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

No. 138

NUMBERING OF DOORS AT ĦAL TARXIEN

Amendments

WITH reference to Government Notice No. 701 dated 21st May, 2021, under the title 'Numbering of doors at Ħal Tarxien', the following amendments in **bold** should be made.

ĦAL TARXIEN

TRIQ ĠUŻEPPI MONTEBELLO

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

Left side entering from Triq il-Knisja

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

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

Right side entering from Triq il-Knisja

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Garaxx	110
Garaxx	112

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
		Sal Jane	114
		Silvana	116
		Garaxx	118

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
		110 (Garaxx)	110
		My Haven	**112**
		Bieb bla numru (Flettijiet)	**112A**
		Bieb bla numru	**114**
		Daħla għall-garaxxijiet	**114A**
		116	116
		118 (Garaxx)	118

L-24 ta' Jannar, 2025

Nru. 139

NUMRI ĠODDA TA' BIBIEN FL-IMSIDA

Prolungament

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 257 tas-6 ta' Marzu, 2018, taħt it-titlu 'Numri ġodda ta' bibien f'Tal-Pietà/L-Imsida', għandu jsir dan il-prolungament kif indikat b'tipi **grassi**.

24th January, 2025

No. 139

NUMBERING OF DOORS AT L-IMSIDA

Prolongation

WITH reference to Government Notice No. 257 dated 6th March, 2018, under the title 'Numbering of doors at Tal-Pietà/L-Imsida', the following prolongation in **bold** should be made.

L-IMSIDA

TRIQ CLARENCE

In-naħa tax-xellug meta tidħol minn Triq Qrajten, Tal-Pietà

Left side entering from Triq Qrajten, Tal-Pietà

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

In-naħa tal-lemin meta tidħol minn Triq Qrajten, Tal-Pietà

Right side entering from Triq Qrajten, Tal-Pietà

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Garaxx	160

għandhom jiżdiedu
should be added

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
		Bieb bla numru	**162**
		Bieb bla numru	**164**
		Bieb bla numru	**166**
		Ant Twa (Flettijiet)	**168**
		Bieb bla numru	**170**
		Garaxx	**172**
		Emmnic Court	**174**
		Garaxx	**176**

L-24 ta' Jannar, 2025

24th January, 2025

Nru. 140

NUMRI ĠODDA TA' BIBIEN F'ĦAL QORMI

Kjarifika

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 82 tas-17 ta' Jannar, 2025, taħt it-titlu 'Numri ġodda ta' bibien f'Ħal Qormi', għandha ssir din il-kjarifika kif indikata b'tipi **grassi**.

No. 140

NUMBERING OF DOORS AT ĦAL QORMI

Clarification

WITH reference to Government Notice No. 82 dated 17th January, 2025, under the title 'Numbering of doors at Ħal Qormi', the following clarification in **bold** should be made.

ĦAL QORMI

1. TRIQ DUN JOE CAMILLERI

Meta tidħol minn Triq l-Imdina
Entering from Triq l-Imdina

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
7 (Uffiċċini/Flettijiet)	2

għandha tinqara
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
74 (Uffiċċini/Flettijiet)	2

L-24 ta' Jannar, 2025

24th January, 2025

Nru. 141

MINISTERU GĦALL-FINANZI

Għotja fuq Restawr u Irfinar ta' Proprjetajiet Privati Residenzjali

B'REFERENZA għan-Notifikazzjoni tal-Gvern Nru. 1604 ippublikata fil-Gazzetta tal-Gvern Nru. 20,748, tal-10 ta' Diċembru, 2021, u n-Notifikazzjoni tal-Gvern sussegwenti Nru. 1806 ippubblikata fil-Gazzetta tal-Gvern Nru. 21,366 tal-24 ta' Diċembru, 2024, l-iskema ta' għotja 'Għotja fuq Restawr u Irfinar ta' Proprjetajiet Privati Residenzjali' qed tiġi emendata kif ġej.

Il-Ministeru għall-Finanzi nieda l-iskema ta' għotja li ġejja, li għandha l-għan li tippromwovi u tippreserva l-valuri tal-wirt lokali tal-arkitettura tradizzjonali u vernakulari fl-ispirtu tal-Għan ta' Żvilupp Sostenibbli 11 (SDG 11) u miri li jappartjenu għall-preservazzjoni u l-promozzjoni ta' wirt u valuri kulturali f'ambjenti urbani sostenibbli.

1. Għan u Oġġettivi

Il-Ministeru għall-Finanzi nieda din l-iskema ta' għotjiet għall-fini tal-promozzjoni u l-preservazzjoni tal-valuri tal-wirt lokali inkorporati fl-arkitettura tradizzjonali u vernakulari, b'dawn l-għanijiet:

No. 141

MINISTRY FOR FINANCE

Grant on the Restoration and Finishing of Privately Owned Residential Properties

WITH reference to Government Notice No. 1604, published in Government Gazette No. 20,748 of the 10th December, 2021, and subsequent Government Notice No. 1806, published in Government Gazette No. 21,366 of the 24th December, 2024, the grant scheme 'Grant on the Restoration and Finishing of Privately Owned Residential Properties' is being amended as follows.

The Ministry for Finance has launched the following grant scheme, that aims to promote and preserve the local heritage values of traditional and vernacular architecture in the spirit of the Sustainable Development Goal 11 (SDG 11) and targets pertaining to the preservation and promotion of heritage and cultural values in sustainable urban environments.

1. Purpose and Objectives

The Ministry for Finance has launched this grant scheme for the purpose of promoting and preserving the local heritage values embodied in traditional and vernacular architecture, with the following objectives:

(i) ir-restawr u l-użu mill-ġdid ta' bini eżistenti u strutturi li jinsabu f'żoni urbani meqjusa li huma rappreżentattivi tal-valur kulturali u patrimonjali fir-rigward tal-identità lokali ta' insedjamenti lokali storiċi;

(ii) rinnovazzjoni u r-rendiment ta' proprjetajiet dilapidati u vojta li jistgħu jerġgħu jintużaw li jinsabu f'żoni urbani

(iii) integrazzjoni ta' elementi tal-bini li jikkaratterizzaw l-arkitettura tradizzjonali u vernakulari Maltija fi żvilupp urban ġdid.

2. Għan u Investiment Immirat

Fl-ispirtu usa tal-SDG 11 u l-għanijiet speċifiċi ta' hawn fuq, l-iskema ta' għotja qed tfittex li tippromwovi u tappoġġja l-investiment fit-tliet kategoriji ta' proprjetà eliġibbli li ġejjin:

(i) ir-restawr u l-irfinar ta' proprjetajiet residenzjali privati fiż-Żoni ta' Konservazzjoni Urbana (ŻKU),

(ii) proprjetajiet residenzjali privati li ilhom mibnija għal aktar minn 20 sena u ilhom vakanti għal aktar minn seba' snin, u

(iii) proprjetajiet residenzjali privati ġodda mibnija u lesti kif definit mil-linji gwida stabbiliti approvati mill-awtorità kompetenti.

3. Tifsir

L-eliġibilità tal-applikazzjonijiet sottomessi taħt din l-għotja għandha tiġi vvalutata mill-awtorità kompetenti fuq il-bażi tal-parametri u l-kriterji stabbiliti hawn taħt u fil-linji gwida stabbiliti u approvati mill-awtorità kompetenti.

F'din l-iskema, kemm-il darba r-rabta tal-kliem ma teħtieġx xorta oħra:

'applikant' tfisser persuna residenti f'Malta li għalqet it-18-il sena fid-data tal-applikazzjoni jew qabel, li tkun uffiċjalment rikonoxxuta li tkun is-sid tal-proprjetà residenzjali privata u li taqa' taħt xi waħda mit-tliet kategoriji ta' proprjetà ta' hawn fuq, u liema persuna qed tapplika għal għotja taħt din l-iskema;

'applikazzjoni' tfisser applikazzjoni għall-għotja taħt din l-iskema li tkun saret b'dak il-mod kif meħtieġ u skont din l-iskema;

'awtorità kompetenti' tfisser bord jew entità oħra nominata jew maħtura mill-Ministru responsabbli għall-finanzi għall-fini ta' din l-għotja.

'data effettiva' tfisser l-1 ta' Jannar, 2025;

(i) restoration and re-use of existing buildings and structures that are located in urban areas deemed to be representative of cultural and heritage value in respect of local identity of historical local settlements;

(ii) renovation and rendering re-usable dilapidated and vacant properties located in urban areas;

(iii) integration of building elements that characterise Maltese traditional and vernacular architecture into new urban development.

2. Aim and Targeted Investment

In the spirit of the broader SDG 11 and the above specific objectives, the grant scheme is seeking to promote and support investment in the three following eligible property categories:

(i) the restoration and finishes of privately owned residential properties within Urban Conservation Areas (UCAs),

(ii) privately owned residential properties that have been built for more than 20 years and have been vacant for more than seven years, and

(iii) new privately owned residential properties built and finished as defined by the established guidelines approved by the competent authority.

3. Interpretation

The eligibility of applications submitted under this grant shall be assessed by the competent authority on the basis of the parameters and criteria set out hereunder and in the established guidelines approved by the competent authority.

In this scheme, unless the context otherwise requires:

'applicant' means any person who is a resident in Malta, who is 18 years or over on the date of application, who is officially recognised as being the owner of a privately owned residential property falling under any one of the three above property categories, and which person is applying for a grant under this scheme;

'application' means an application for the grant under this scheme made in such manner as required and in terms of this scheme;

'competent authority' means a board or other entity designated or appointed by the Minister responsible for finance for the purpose of this grant;

'effective date' means the 1st January 2025;

'kategorija ta' proprjetà' jew 'kategoriji ta' proprjetà' jirreferu għal tliet kategorizzazzjonijiet ta' proprjetà differenti li taħthom tista' tiġi sottomessa applikazzjoni għal proprjetà partikolari, fejn tista' tiġi sottomessa applikazzjoni waħda biss għall-istess proprjetà, anki jekk taqa' taħt aktar minn kategorija waħda: (i) proprjetajiet residenzjali u privati fi ħdan iż-Żoni ta' Konservazzjoni Urbana (ŻKU), (ii) proprjetajiet li ilhom mibnija għal aktar minn 20 sena u ilhom vakanti għal aktar minn seba' snin, u (iii) proprjetajiet ġodda mibnija u lesti kif definit mil-linji gwida stabbiliti approvati mill-awtorità kompetenti.

'property category' or 'property categories' refer to three different property categorisations under which an application may be submitted for a given property, where only one application for the same property may be submitted, even if it falls under more than one category: (i) privately owned residential properties within Urban Conservation Areas (UCAs), (ii) properties that have been built for more than 20 years and have been vacant for more than seven years, and (iii) new properties built and finished as defined by the established guidelines approved by the competent authority

'linji gwida stabbiliti approvati mill-awtorità kompetenti' tfisser sett ta' elementi u karatteristiċi, li jistgħu jiġu definiti jew riveduti minn żmien għal żmien, li jintużaw bħala kriterji u parametri għall-valutazzjoni ta' dak li jitqies li jikkaratterizza l-arkitettura tradizzjonali u vernakulari Maltija mill-awtorità kompetenti.

'established guidelines approved by the competent authority' means a set of elements and features, which may be defined or reviewed from time to time, that are used as criteria and parameters for assessment of what is deemed to characterise Maltese traditional and vernacular architecture by the competent authority

'Malta' tfisser il-gżejjer Maltin;

'Malta' means the Maltese Islands;

'proprjetà' tfisser, proprjetajiet li huma fiż-ŻKU, proprjetajiet li ilhom mibnija għal aktar minn 20 sena u ilhom vakanti għal aktar minn seba' snin, u proprjetajiet ġodda mibnija u rfinati kif definiti mil-linji gwida stabbiliti u approvati mill-awtorità kompetenti u liema bini jintuża mill-applikant għal skopijiet residenzjali biss;

'property' means, properties that are within an UCA, properties that have been built for more than 20 years and have been vacant for more than seven years, and new properties built and finished as defined by the established guidelines and approved by the competent authority and which property is used by the applicant for residential purposes only;

'proprjetà privata residenzjali' tfisser binja li s-sid huwa persuna privata u liema proprjetà hi għal użu residenzjali privat biss;

'privately owned residential property' means a building owned by a private person and which property is used for private residential purposes only;

'proprjetajiet ġodda' tfisser proprjetajiet mibnija u rfinati kif definiti mil-linji gwida stabbiliti u approvati mill-awtorità kompetenti;

'new properties' means properties built and finished as defined by the established guidelines approved by the competent authority;

'xogħlijiet ta' finitura' tfisser, il-parti finali tal-proċess ta' kostruzzjoni, li tinkludi l-irfinar ta' barra u ta' ġewwa tal-binja inkluż tikħil u tibjid, elettriku u plumbing, madum u irħam, bibien interni u esterni, twieqi u kmamar tal-banju:

'finishing works' means, the final part of the construction process, which includes the exterior and interior finishing of the building including plastering and painting, electricity and plumbing, tiles and marble, internal and external doors, windows and bathrooms;

'persuna' tfisser persuna fiżika u ma tinkludix xi entità' organizzattiva;

'person' means a natural person and does not include any organisational entity;

'persuna residenti f'Malta' tfisser persuna fiżika li jkollha dokument ta' identifikazzjoni legalment maħruġ skont l-Att Dwar il-Karta tal-Identità u Dokumenti Oħra tal-Identità (Kap. 258) jew li jkollha permess ta' residenza jew dokument ekwivalenti maħruġ minn awtorità nazzjonali kompetenti;

'person residing in Malta' means a natural person who holds a legally valid identification document issued in terms of the Identity Card and Other Documents Act (Cap. 258) or who has a residence permit or equivalent documentation issued by a competent national authority;

'irċevuta fiskali' tfisser irċevuta kif imfissra fit-Tlettax-il Skeda tal-Att dwar it-Taxxa fuq il-Valur Miżjud (Kap. 406), kif sussegwentament emendat, u tinkludi kull regolament magħmul taħt l-istess Att;

'fiscal receipt' means a receipt as defined in the Thirteenth Schedule to the Value Added Tax Act (Cap.406), as subsequently amended, and also includes any regulation made by the same Act;

'spejjeż eliġibbli' tfisser il-valur aħħari, inkluż il-VAT, fuq spejjeż direttament marbuta mar-restawr u irfinar, tal-proprjetà residenzjali privata, u liema xogħol ikun tlesta u tħallas fil-perjodu eliġibbli. Spejjeż relatati ma' proprjetà mobbli, għamara u pools mhumiex eliġibbli.

Spejjeż eliġibbli jinkludu l-ispejjeż tax-xogħlijiet eżegwiti b'rabta mal-iskema, u jinkludu spejjeż ta':

a. Materjal;

b. Xogħol;

c. kiri ta' tagħmir/makkinarju;

d. spiża ta' xogħlijiet ta' twaqqigħ. Din l-ispiża hija eliġibbli biss jekk ix-xogħlijiet ta' twaqqigħ ma jaqbżux il-50% tal-footprint tal-bini jew wall areas;

e. irfinar ta' barra u ta' ġewwa tal-bini;

f. tikħil u tibjid;

g. elettriku u plumbing;
h. madum u rħam;

i. bibien ta' ġewwa u ta' barra;

j. twieqi;

k. kmamar tal-banju;

l. spejjeż professjonali (spejjeż ta' perit, konsulenzi speċjalizzati, spejjeż ta' project manager) – dawn ser ikunu limitati sa rata massima ta' 10% tan-nefqa totali eliġibbli li ssir talba għaliha f'kull applikazzjoni;

m. spejjeż tal-permess għall-ippjanar u ħlasijiet governattivi oħra li huma direttament relatati max-xogħol tar-restawr u rfinar suġġett tal-applikazzjoni taħt din l-għotja.

'Żona ta' Konservazzjoni Urbana ((ŻKU) 'tfisser żona fil-Gżejjer Maltin li hija legalment magħżula bħala żona ta' bini li għandu valur ta' wirt kollettiv skont l-Artikolu 57 tal-Att dwar l-Ippjanar tal-Iżvilupp tal-2016, kif sussegwentement emendat u skont il-Pjan Strateġiku għall-Ambjent u l-Iżvilupp TO8 UO2, UO3 u oħrajn u kif elenkat fil-Pjanijiet Lokali.

'xogħol' tfisser kwalunkwe xogħol immirat lejn restawr u irfinar ta' proprjetà privati residenzjali li jkunu fiż-Żona ta' konservazzjoni Urbana (ŻKU), proprjetajiet li ilhom mibnija għal aktar minn għoxrin sena u huma vakanti għal aktar

'eligible expenditure' means the total final costs including VAT that has been paid in full, directly related to the restoration, and finishing, works on the private residential property and which works are completed and paid for within the eligible period. Expenses related to movable property, furniture and pools are not eligible.

Eligible expenditure include the cost of works performed in conjunction with the scheme, comprising cost of:

a. materials,

b. labour,

c. hire of equipment,

d. cost of demolition works. This cost is only eligible if demolition works does not exceed 50% of the building footprint or wall areas.

e. exterior and interior finishing of the building;

f. plastering and painting;

g. electricity and plumbing;
h. tiles and marble;

i. interior and external doors;

j. windows;

k. bathrooms;

l. professional fees (architect's fees, specialist consultancy, project management costs) - these shall be capped at maximum rate of 10% of the total eligible expenditure applied for in each application;

m. planning permit fees and other government charges that are directly related to the approval of the specific restoration and finishing works subject of the application under this grant.

'Urban Conservation Area (UCA)' means an area within the Maltese Islands that is legally designated as an area of buildings having collective heritage value according to Article 57 of the Development Planning Act of 2016, as subsequently amended and in accordance with the Strategic Plan for the Environment and Development (SPED) TO8 UO2, UO3 and others and as listed in the Local Plans.

'works' means works comprising the restoration and/or finishing of: (i) privately owned residential property in an Urban Conservation Area (UCA), (ii) privately owned residential property that has been built for more than 20

minn seba' snin, u dawk il-proprjetajiet ġodda li jinbnew u jiġu rfinati kif definiti mil-linji gwida stabbiliti u approvati mill-awtorità kompetenti.

4. Min jista' japplika għall-għotja taħt din l-iskema

(i) Din l-iskema għandha x'taqsam man-nefqa eliġibbli li ssir mill-applikant, u hija direttament relatata mar-restawr u l-irfinar, ta' proprjetà residenzjali privata hekk kif definiti fit-tielet sezzjoni.

(ii) Din l-iskema tapplika għal dawk li ser jixtru dawn it-tip ta' proprjetajiet u għal min diġa` xtara dawn it-tip ta' proprjetajiet qabel il-Baġit 2025 li ġie ppreżentat fit-28 ta' Ottubru, 2024, u jixtiequ jirrestawrawhom u jirfinawhom.

(iii) Il-proprjetà li tibbenefika mill-għotja ma tistax tiġi diviża, fejn in-numru ta' units residenzjali jibqa' l-istess. Jekk il-proprjetà tiġi sussegwentement żviluppata mill-ġdid f'unitajiet residenzjali separati, l-applikant ikollu jħallas lura l-ammont sħiħ tal-għotja imħallsa lilhom taħt din l-iskema.

Applikant jista' japplika għall-għotja fuq proprjetajiet multipli, fejn se jieħu/tieħu massimu aggregat ta' €54,000 fuq kull proprjetà.

Madankollu, applikazzjoni ta' darba biss tista' ssir fuq kull proprjetà, fejn matul il-perjodu bejn l-1 ta' Jannar, 2025 u l-31 ta' Diċembru, 2026, applikant jista' japplika darba biss taħt l-għotja għall-istess proprjetà.

(iv)Barra minn hekk, l-applikant ma jistax japplika għal għotja oħra għall-istess tip ta' xogħlijiet ta' restawr u tlestija fuq l-istess proprjetà, fi żmien ħames snin mill-għoti ta' għotja taħt din l-iskema jew taħt kwalunkwe skema oħra simili, maħruġa mill-Gvern Malti jew kwalunkwe entità pubblika.

(v) Sadanittant, sid ġdid ta' proprjetà akkwistata wara li s-sid preċedenti jkun ibbenefika mill-għoti ta' għotja taħt din l-iskema jew taħt kwalunkwe skema oħra simili, maħruġa mill-Gvern Malti jew minn xi entità pubblika, jista' japplika għall-għotja għal xogħlijiet addizzjonali u simili (iżda mhux għall-istess xogħlijiet li għalihom applika s-sid preċedenti).

(vi) Kwalunkwe xogħlijiet li għalihom tiġi sottomessa applikazzjoni taħt din l-iskema għandhom ikunu koperti bil-permess validu ta' żvilupp tal-PA rispettiv jekk ix-xogħlijiet soġġetti għall-applikazzjoni għall-għotja jeħtieġu xi forma ta' permess mill-PA, u fejn applikabbli, koperti wkoll minn dokument approvat, Dikjarazzjoni tal-Metodu ta' Restawr, jew awtorizzazzjoni oħra kif meħtieġ mil-liġi, skont in-natura tax-xogħlijiet, it-tip ta' proprjetà in kwistjoni, il-post fejn tinsab, u kwalunkwe skedar li taħtha hija kklassifikata l-proprjetà.

years and has been vacant for seven years, both time periods being applicable from the effective date of this grant, and (iii) privately owned residential property that are built and finished as defined by the established guidelines approved by the competent authority.

4. Area of applicability

(i) This scheme relates to the eligible expenditure that is incurred by the applicant and is directly related to the restoration and finishing of privately owned properties as defined in section three.

(ii) This grant applies for those who are going to buy or who have already bought the property prior to the Budget 2025 presented on the 28th October, 2024, and wish to restore and finish these properties.

(iii) A property that benefits from the grant cannot be divided, whereby the number of residential units will remain the same. If the property is subsequently re-developed into separate residential units, the applicants will have to refund the full amount of the grant paid to them under this Grant.

An applicant can apply for the grant on multiple properties, where he/she will get an aggregate maximum of €54,000 on each property.

However, only a one-time application can be made on each property, whereby during the period between 1st January, 2025 and the 31st December, 2026, an applicant can apply only once under the grant for the same property.

(iv) Furthermore, the applicant cannot apply for another grant for the same type of restoration and finishing works on the same property, within five years from the award of a grant under this scheme or under any other similar schemes, issued by the Maltese Government or any public entity.

(v) Meanwhile, a new owner of a property acquired after the previous owner has benefited from the award of a grant under this scheme or under any other similar schemes, issued by the Maltese Government or any public entity, can apply for the grant for additional and similar works (but not for the same works for which the previous owner applied).

(vi) Any works for which an application is submitted under this scheme must be covered by the respective valid PA development permit if the works subject of the grant application require any form of permit from the PA, and where applicable, also covered by an approved Restoration Method Statement, or other authorisation as required by law, depending on the nature of the works, the type of property in question, its location, and any scheduling under which the property is classified.

Applikazzjonijiet għal proġetti li jinvolvu xi aspett jew aktar elenkati fil-lista li tidher hawn taħt ma jiġux ikkunsidrati:

(a) Kwalunkwe forma ta' xogħlijiet mhux awtorizzati li mhumiex sanzjonati (xogħlijiet imwettqa mingħajr permess u wara sanzjonati għandhom jiġu kkunsidrati, sakemm tiġi pprovduta dokumentazzjoni li turi awtorizzazzjoni, sanzjonar jew regolarizzazzjoni mill-PA),

(b) siti li għandhom każi pendenti ta'infurzar mill-PA jew applikazzjoni ta' regolarizzazzjoni pendenti;

(c) illegalitajiet tal-iżvilupp;

(d) xogħlijiet ta' twaqqigħ li jinkludu aktar minn 50% tal-footprint jew wall areas

(e) bini mill-ġdid u rikostruzzjoni fin-nuqqas ta' evidenza storika għad-dettall u d-disinn (Applikabbli għall-propretarjiet f'ZKUs).

5. Infiq li għandu jiġi rrappurtat u determinazzjoni tal-eliġibilità għall-għotja

L-infiq li għandu jiġi rrappurtat u mitlub taħt l-iskema għandha tkun limitata, mill-applikant mill-bidu nett, għal dik biss fir-rigward ta' xogħlijiet ta' restawr u tlestija kif definit fit-taqsima tlieta (3) hawn fuq.

L-awtorità kompetenti tirriżerva d-dritt, kull meta jkun fadal dubju dwar l-eliġibilità tal-parti tan-nefqa rrappurtati, wara l-valutazzjoni tagħhom relattiva għall-interpretazzjoni ta' hawn fuq u l-linji gwida stabbiliti approvati mill-awtorità kompetenti, li tasal għal deċiżjoni fil-kuntest tal-għanijiet u l-ispirtu ġenerali tal-għotja, kif deskritti fit-taqsimiet (1) u (2).

Din id-deċiżjoni għandha tkun finali u mhux soġġetta għal appell.

6. Kif wieħed japplika u d-dokumenti li għandhom jiġu provduti:

Applikazzjonijiet taħt din l-iskema għandhom isiru biss permezz ta' portal/s elettroniku/ċi uffiċjali u għandu jkun fihom dak it-tagħrif, dettalji u dokumenti kollha kif meħtieġa fl-imsemmija formola u skont din l-iskema u kull dokument ieħor li l-Ministeru responsabbli għall-finanzi, jista' minn żmien għal żmien jeħtieġ.

Applikazzjoni ta' darba biss tista' ssir fuq kull proprjetà. Din għandha tiġi sottomessa wara t-tlestija tax-xogħlijiet kollha soġġetti għal talba għal spejjeż ta' rimborż taħt din l-iskema.

(vii) Applications involving one or more items listed in the list shown hereunder shall be deemed ineligible and will not be considered:

(a) Any form of unauthorised works that are not sanctioned (works carried out without a permit and later sanctioned shall be considered, as long as documentation showing authorisation, sanctioning or regularisation by the PA are provided),

(b) sites that have pending PA enforcement cases or a pending regularisation application;

(c) development illegalities;

(d) demolition works that include more than 50% of the building's footprint or wall areas;

(e) reinstatement and reconstruction where there are lack of historic evidence of detail and design (Applicable for properties in UCAs).

5. Expenditure to be reported and determination of eligibility for the grant

The expenditure to be reported and claimed under the scheme is to be limited, by the applicant from the outset, solely to that in respect of works of restoration and finishing as defined in section three (3) above.

The competent authority reserves the right, whenever there is a remaining doubt about the eligibility of reported items of expenditure, after their assessment relative to the above interpretation and the established guidelines approved by the competent authority, to arrive at a decision in the context of the objectives and overall spirit of the grant, as outlined in sections (1) and (2).

This decision shall be final and not be subject to appeal.

6 Manner of application and supporting documents required:

Applications under this scheme shall be made only via the official electronic portal/s and must contain all the information, details and documents as required in the said form and in terms of this scheme and any other documents which the Ministry responsible for finance, may, from time to time require.

Only a one-time application can be made on each property. This has to be submitted following completion of all the works subject of a request for reimbursement costs under this scheme.

F'każijiet fejn applikant ikollu l-ħsieb li japplika għall-għotja fuq aktar minn proprjetà waħda, għandu jissottometti applikazzjoni separata għal kull proprjetà li l-applikant ikun qed japplika għaliha.

(i) L-applikazzjonijiet għandhom ikollhom mehmuża magħhom id-dokumenti murija hawn taħt skont u kif meħtieġ għall-kategorija ta' proprjetà rispettiva. Tip wieħed biss ta' applikazzjoni taħt kategorija waħda ta' proprjetà tista' tiġi sottomessa għall-istess proprjetà.

(a) Għal sottomissjonijiet taħt il-kategorija tal-proprjetà (i), li hu għall-proprjetajiet f'ŻKU, għandu jiġi mehmuż ċertifikat maħruġ mill-PA li jiċċertifika li l-proprjetà taqa' f'żona tal-iżvilupp magħrufa bħala Żona ta' Konservazzjoni Urbana (ŻKU), skont l-artikolu 57 tal-Att dwar l-Ippjanar tal-Iżvilupp jew kwalunkwe Att li jista' jissostitwixxi l-istess (Applikabbli biss għal proprjetajiet f' ŻKU);

Għas-sottomissjoni taħt il-kategorija ta' proprjetà (ii), jiġifieri għal proprjetajiet li ilhom mibnija għal aktar minn għoxrin sena u ilhom vakanti għal aktar minn seba' snin, l-applikant irid jissottometti wkoll id-dokumenti xierqa maħruġa minn ARMS li jikkonfermaw li l-proprjetà kienet fil-fatt vakanti għal aktar minn seba' snin u ċertifikat ta' perit li jiċċertifika d-data li fiha l-proprjetà kienet mibnija.

(b) Għas-sottomissjonijiet taħt il-kategorija tal-proprjetà (iii), jiġifieri għal proprjetajiet ġodda, l-applikant u l-perit maħtur mill-applikant għandhom jimlew is-sezzjoni rispettiva tal-formola tal-awto-valutazzjoni legalment vinkolanti u dikjarazzjonijiet, li jikkonfermaw li l-proprjetà kienet mibnija u lesta skont il-linji gwida stabbiliti, lill-awtorità kompetenti maħtura mill-Ministeru responsabbli għall-finanzi.

Ir-rekwiżiti ta' sottomissjoni tad-dokumenti li ġejjin japplikaw għall-applikazzjonijiet KOLLHA, għal kwalunkwe waħda mit-tliet kategoriji ta' proprjetà:

(a) Irċevuti fiskali dettaljati jew irċevuti fiskali akkumpanjati minn fatturi korrispondenti dettaljati. Id-dokumenti dettaljati għandhom ikunu f'isem l-applikant, li juru ħlasijiet magħmula mill-applikant, deskrizzjoni ta'oġġetti mixtrija u xogħlijiet imwettqa relatati mar-restawr u l-irfinar tal-proprjetà u l-indirizz tal-proprjetà.

Irċevuti fiskali dettaljati jew irċevuti fiskali akkumpanjati minn fatturi korrispondenti dettaljati għandhom ikunu dettaljati b'tali mod li jipprovdu dettalji adegwati ta' oġġetti mixtrija jew servizzi mogħtija lill-applikant biex jippermettu verifika li tali spejjeż jappartjenu direttament għal dawk previsti mill-iskema.

In cases where an applicant intends to apply for the grant on more than one property, the applicant must submit a separate application for each property the applicant is applying for.

(i) Applications are to be accompanied by the documents shown hereunder according to and as required for the respective property category. Only one type of application under one property category may be submitted for the same property:

(a) For submissions under property category (i), that is for properties in UCA, a certificate issued by the PA certifying that the property falls within a UCA, in accordance with article 57 of the Development Planning Act or any Act which may be substituted therefor (Only);

For submission under property category (ii), that is for properties that have been built for more than twenty years and have been vacant for more than seven years, applicant must also submit the appropriate documents issued by ARMS that confirms that the property was in fact vacant for more than seven years, applicant must also submit the appropriate documents issued by ARMS that confirms that the property was in fact vacant for more than seven years and an architect's certificate certifying the date the property was built.

(b) For submissions under property category (iii), that is for new properties, the applicant and the applicant's appointed warranted architect must complete the respective section of the legally binding self-assessment form and declarations, confirming that the property was built and finished according to the established guidelines, to the competent authority appointed by the Ministry responsible for finance.

The following document submission requirements apply to ALL applications, for any of the three property categories:

(a) Itemised fiscal receipts or fiscal receipts accompanied by itemised corresponding invoices. The itemised documents must be in the name of the applicant, showing payments made by the applicant, description of goods purchased and works carried out related to restoration and finishing of property and address of the property.

Itemised fiscal receipts or fiscal receipts accompanied by itemised corresponding invoices must be itemised in such a way to provide adequate details of goods purchased or services rendered to the applicant to enable verification that such expenses pertain directly to those envisaged by the scheme.

L-irċevuti fiskali dettaljati jew irċevuti fiskali akkumpanjati minn fatturi korrispondenti dettaljati għandhom ikunu ta' valur MHUX INQAS minn €200 (mitejn ewro). Spejjeż għal oġġetti inqas minn dan l-ammont għandhom jingħabru f'fatturi dettaljati b'valur akbar jew fatturi bl-irċevuta fiskali korrispondenti, li dejjem għandhom jinkludu d-dettalji tal-applikant u l-indirizz tal-proprjetà li għaliha ġew akkwistati x-xogħlijiet u s-servizzi rispettivi;

(b) Formola ta' Valutazzjoni, approvata mill-Perit, dwar l-Għotja dwar ir-restawr u l-irfinar.

(i) L-applikazzjonijiet għandu jkollhom mehmuża magħhom id-dokumenti kollha meħtieġa elenkati hawn fuq. L-applikant għandu jissottometti wkoll kwalunkwe dokumenti li l-Ministeru responsabbli għall-finanzi, jirrkjedi minn żmien għal żmien. Applikazzjoni ma titqiesx li ġiet sottomessa sakemm ma tkunx sħiħa u kompluta fl-aspetti materjali kollha u sakemm ma jkunx fiha l-informazzjoni kollha u tkun akkumpanjata mid-dokumentazzjoni kollha mitluba fiha. Dawk l-applikazzjonijiet biss li jinstabu konformi mad-dispożizzjonijiet ta' din l-iskema għandhom ikunu eliġibbli għall-ħlas tal-għotja msemmija fit-taqsima 4 tal-iskema. Fil-każ ta' applikazzjoni frawdolenti, tittieħed azzjoni kriminali skont il-Kodiċi Kriminali (Kap. 9) kontra l-applikant.

(ii) L-applikant għandu perjodu bejn l-1 ta' Jannar, 2025 u l-31 ta' Diċembru, 2026 fejn jista' japplika darba biss taħt l-għotja għal kull proprjetà.

Għal perjodu ta' mhux aktar minn ħames snin mid-data tal-aħħar applikazzjoni sottomessa l-applikanti jistgħu jintalbu jippreżentaw id-dokumenti oriġinali li fuqhom tkun qed issir it-talba. Fin-nuqqas li jipproduċi tali dokumenti, l-applikanti jkunu obbligati li jħallsu lura l-ammont mogħti taħt l-iskema u f'każ ta' applikazzjonijiet frawdolenti tittieħed azzjoni kriminali skont l-artikolu 309 tal-Kodiċi Kriminali (Kap. 9).

7. Għotja li titħallas taħt din l-iskema

L-applikanti eliġibbli jistgħu japplikaw darba biss għal kull proprjetà għal għotja ta' 18% u/jew 10%, fejn applikabbli, fuq l-ispejjeż tar-restawr u l-irfinar sa massimu aggregat ta' €54,000 għal kull proprjetà.

8. Ħlas tal-għotja

L-għotja titħallas lill-applikant, permezz ta' kreditu dirett fil-kont bankarju indikat fl-applikazzjoni.

9. Emendi għall-Iskema

Il-Ministeru responsabbli għall-finanzi iżomm id-dritt li jagħmel kull tibdil f'din l-iskema bil-pubblikazzjoni ta' dak it-tibdil fil-Gazzetta tal-Gvern.

The itemised fiscal receipts or fiscal receipts accompanied by itemised corresponding invoices must be of a value NOT LESS than €200 (two hundred euros). Expenses for items less than this amount should be grouped into larger value itemised invoices with the corresponding fiscal receipt, which must invariably include the applicant's details and address of the property for which the respective works and services were procured;

(b) Assessment Form, duly endorsed by the Architect, on the Grant on the restoration and finishing.

(i) Applications are to be accompanied by all the required documents listed above. The applicant must also provide any other document which the Ministry responsible for finance, may from time to time require. An application shall not be deemed to have been submitted unless it is full and complete in all material respects and unless it contains all the information and is accompanied by all the documentation requested therein. Only those applications that are found to conform with the provisions of this scheme shall be eligible for payment of the grant referred to in section 4 of the scheme. In the case of a fraudulent application criminal action in terms of the Criminal Code (Cap. 9) will be taken against the applicant.

(ii) The applicant has a period in between 1st January, 2025 and 31st December, 2026 where one can apply only once under the grant for each property.

For a period of not more than five years from the date of the submitted application, applicants may be requested to present the original documents upon which the claim of expenses has been made. Failure to produce any such documents upon request, applicants will be obliged to refund the amount paid under the scheme and in the case of a fraudulent applications criminal action in terms of article 309 of the Criminal Code (Cap. 9) will be taken.

7. Grant payable under this scheme

Eligible applicants may apply only once for each property for a grant of 18% and/or 10%, where applicable, on the costs of restoration and finishing up to an aggregate maximum of €54,000 for each property.

8. Payment of Grant

The grant will be credited to the applicant, in the bank account that is indicated in the application.

9. Amendments to the Scheme

The Ministry responsible for finance reserves the right to make any amendments to this scheme by the publication of the said amendments in the Government Gazette.

10. Tul tal-iskema

Din l-iskema għandha titqies li bdiet fl-1 ta' Jannar, 2025, u għandha tibqa' fis-seħħ sal-31 ta' Diċembru, 2026. Din l-iskema tista' tiġi modifikata jew mitmuma permezz ta' Notifikazzjoni fil-Gazzetta tal-Gvern u tista' tiġġedded skont il-ħtieġa permezz ta' Avviż ieħor fil-Gazzetta tal-Gvern.

11. Dispożizzjonijiet Transatorji

Applikazzjonijiet taħt din l-iskema relatati ma' spejjeż eliġibbli fuq restawr, jew irfinar ta' proprjetà, liema xogħol ikun sar waqt jew bejn id-data effettiva u d-data tal-pubblikazzjoni ta' dan l-avviż, għandhom jitqiesu bħala applikazzjonijiet validi taħt din l-iskema. L-applikanti li ppreżentaw biss l-ewwel applikazzjoni qabel il-31 ta' Diċembru, 2024, jistgħu jissottomettu t-tieni u l-aħħar applikazzjoni.

L-24 ta' Jannar, 2025

Nru. 142

MINISTERU GĦALL-FINANZI

Għotja għal First Time Buyers

B'REFERENZA għan-Notifikazzjoni tal-Gvern numru 1605 ippublikata fil-Gazetta tal-Gvern numru 20,748, tal-10 ta' Diċembru 2021, u n-Notifikazzjoni tal-Gvern sussegwenti Nru. 385 ippubblikata fil-Gazzetta tal-Gvern Nru. 20,832 tat-12 ta' April, 2022, u n-Notifikazzjoni tal-Gvern Nru. 240 ippubblikata fil-Gazzetta tal-Gvern Nru. 21,195 tal-20 ta' Frar, 2024, u n-Notifikazzjoni tal-Gvern Nru. 1805 ippubblikata fil-Gazzetta tal-Gvern Nru. 21,366 tal-24 ta' Diċembru, 2024, l-iskema ta' għotja 'Għotja għal first-time buyers' qed tiġi emendata kif ġej.

Il-Ministeru għall-Finanzi nieda l-iskema li ġejja li għandha l-għan li tinċentiva u tassisti lil first time buyers li jixtru proprjetajiet residenzjali li jkunu fiż-Żona ta' konservazzjoni Urbana (ŻKU), propjetajiet li ilhom mibnija għal aktar minn għoxrin sena u huma vakanti għal aktar minn seba' snin, u għal dawk il-propjetajiet ġodda mibnija u rfinati kif definiti mil-linji gwida stabbiliti u approvati mill-awtorità kompetenti.

1. Tifsir

F'din l-iskema, kemm-il darba r-rabta tal-kliem ma teħtieġ xorta oħra:

'applikant' tfisser persuna residenti f'Malta, li għalqet it-18 il-sena fid-data tal-applikazzjoni jew qabel, u li tkun first time buyer u uffiċċjalment rikonoxxuta li tkun is-sid tal-proprjetà residenzjali privata li tkun fiż-Żona ta' konservazzjoni Urbana

10. Duration of the scheme

This Scheme shall be deemed to have commenced on the 1st January, 2025 and shall remain in force till the 31st December, 2026. This scheme may be modified or terminated by means of a Notice in the Government Gazette and may be renewed as deemed necessary through another Notice in the Government Gazette.

11. Transitory Provisions

Applications made under this scheme relating to the eligible expenditure incurred in the restoration and finishes of a property, and which works were carried out during and between the effective date and the date of publication of this notice, shall be deemed to be valid applications under this scheme. Applicants who submitted only the first application prior 31st December, 2024, can submit the second and final application.

24th January, 2025

No. 142

MINISTRY FOR FINANCE

Grant for First Time Buyers

WITH reference to Government Notice number 1605, that was published on the 10th of December 2021 in Government Gazette number 20,748, and the subsequent Government Notice No. 385 published in Government Gazette No. 20,832 of the 12th April, 2022, Government Notice No. 240 published in Government Gazette No. 21,195 of the 20th February, 2024, and Government Notice No. 1805 published in Government Gazette No. 21,366 of the 24th December, 2024, the grant scheme 'Grant for first time buyers' is being amended as follows.

The Ministry for Finance has launched the following grant scheme, that aims to incentivise and assist first time buyers that purchase residential properties within Urban Conservation Areas (UCAs), properties that have been built for more than 20 years and have been vacant for more than seven years, and new properties built and finished as defined by the established guidelines and approved by the competent authority.

1. Interpretation

In this scheme, unless the context otherwise requires:

'applicant' means any person who is a resident in Malta, who is 18 years or over on the date of application, and who is a first-time buyer and officially recognised as being the owner of a private residential Urban Conservation Area (UCA) property,

(ŻKU), jew is-sid tal-proprjetà residenzjali privata li ilha mibnija għal aktar minn għoxrin sena u li ilha vakanti għal aktar minn seba' snin, jew is-sid ta' proprjetà residenzjali privata ġdida mibnija u rfinata kif definit mil-linji gwida stabbiliti u approvati mill-awtorità kompetenti u liema persuna qed tapplika għal għotja taħt din l-iskema;

'awtorità kompetenti' tfisser bord jew entità oħra nominata jew maħtura mill-Ministru responsabbli għall-finanzi għall-fini ta' din l-għotja.

'data effettiva' tfisser l-1 ta' Jannar 2025;

'Malta' tfisser il-gżejjer Maltin;

'applikazzjoni' tfisser applikazzjoni għall-għotja taħt din l-iskema li tkun saret b'dak il-mod kif meħtieġ u skont din l-iskema;

'First time buyers' tfisser dawk il-persuni li jakkwistaw l-ewwel proprjetà immobbli tagħhom, akkwistata *inter vivos* u li hija maħsuba għar-residenza ordinarja unika tagħhom. L-ebda proprjetà oħra qatt ma kellha tkun mixtrija qabel.

'propjetà' tfisser, proprjetajiet li huma fiż-ŻKU, proprjetajiet mibnija għal aktar minn 20 sena u ilhom battala għal aktar minn seba' snin, u proprjetajiet ġodda mibnija u rfinati kif definiti mil-linji gwida stabbiliti u approvati mill-awtorità kompetenti u liema proprjetà tintuża mill-applikant għal skopijiet residenzjali biss;

'proprjetà privata residenzjali' tfisser binja li s-sid huwa persuna privata u li liema proprjeta hi għal użu residenzjali privat biss;

'propjetajiet ġodda' tfisser proprjetajiet mibnija u rfinati kif definiti mil-linji gwida stabbiliti u approvati mill-awtorità kompetenti

'persuna' tfisser persuna fiżika u ma tinkludix xi entita' organizzattiva;

'persuna residenti f'Malta' tfisser persuna fiżika li jkollha dokument ta' identifikazzjoni legalment maħruġ skont l-Att Dwar il-Karta tal-Identita' u Dokumenti Oħra tal-Identita'(Kap. 258) jew li jkollha permess ta' residenza jew dokument ekwivalenti maħruġ minn awtorità nazzjonali kompetenti;

'Żona ta' Konservazzjoni Urbana ((ŻKU) 'tfisser żona fil-Gżejjer Maltin li hija legalment desinjata bħala żona ta' bini li għandu valur ta' wirt kollettiv skont l-Artikolu 57 tal-Att dwar l-Ippjanar tal-Iżvilupp tal-2016, kif sussegwentement emendat u skont il-Pjan Strateġiku. għall-Ambjent u l-Iżvilupp TO8 UO2, UO3 u oħrajn u kif elenkat fil-Pjanijiet Lokali.

or the owner of a private residential property that has been built for more than 20 years and has been vacant for more than seven years, or the owner of a new private residential property built and finished as defined by the established guidelines and approved by the competent authority and which person is applying for a grant under this scheme;

'competent authority' means a board or other entity designated or appointed by the Minister responsible for finance for the purpose of this grant.

'effective date' means the 1st January 2025;

'Malta' means the Maltese Islands;

'application' means an application for the grant under this scheme made in such manner as required and in terms of this scheme;

'First time buyers' means those persons acquiring their first immovable property, acquired inter vivos and which is intended for their sole ordinary residence. No other property should have been bought before.

'property' means, properties that are within an UCA, properties that have been built for more than 20 years and have been vacant for more than seven years, and new properties built and finished as defined by the established guidelines and approved by the competent authority and which property is used by the applicant for residential purposes only;

'privately owned residential property' means a building owned by a private person and which property is used for private residential purposes only;

'new properties' means properties built and finished as defined by the established guidelines and approved by the competent authority.

'person' means a natural person and does not include any organisational entity;

'person residing in Malta' means a natural person who holds a legally valid identification document issued in terms of the Identity Card and Other Documents Act (Cap. 258) or who has a residence permit or equivalent documentation issued by a competent national authority;

'Urban Conservation Area (UCA)' means an area within the Maltese Islands that is legally designated as an area of buildings having collective heritage value according to Article 57 of the Development Planning Act of 2016, as subsequently amended and in accordance with the Strategic Plan for the Environment and Development (SPED) TO8 UO2, UO3 and others and as listed in the Local Plans.

2. Min jista' japplika għall-għotja taħt din l-iskema

(i) Din l-iskema tirrigwarda applikanti eliġibbli li qed jakkwistaw l-ewwel proprjetà tagħhom. Il-proprjetà li għaliha qed issir applikazzjoni għall-għotja għandha tkun l-ewwel proprjetà immobbli tal-applikant akkwistata *inter vivos* mill-applikant u tkun akkwistata għal residenza unika u ordinarja u liema proprjetà hija proprjetà residenzjali private hek kif definiti fl-ewwel sezzjoni, liema proprjetà nxtrat mid-data effettiva jew wara, kif ippruvat mid-data tal-kuntratt tal-akkwist tal-proprjetà.

(ii) Biex ikunu eliġibbli għall-għotja, l-applikanti jridu jkunu konformi u l-ewwel ikunu rreġistraw il-kuntratt tal-akkwist tagħhom mal-Amministrazzjoni tat-Taxxa u d-Dwana skont l-Leġislazzjoni Sussidjarja 364.19 Regoli Dwar Ħelsien mit-Taxxa fuq l-Income u mit-Taxxa fuq Dokumenti u Trasferimenti fuq Ċerti Trasferimenti ta' Proprjetà, u ikunu ppreżentaw prova legali u dikjarazzjoni li huma first time buyers u li din hija l-ewwel proprjetà immobbli tagħhom akkwistata *inter vivos* skont ir-rekwiżiti tal-Artikolu 3 tal-Leġislazzjoni Sussidjarja 364.12, Ordni dwar Eżenzjoni mit-Taxxa għall-finijiet tal-artikolu 23.

Din l-Għotja tapplika għal proprjetajiet eliġibbli li nxtraw bejn l-1 ta' Jannar 2025 u l-31 ta' Diċembru 2026. Madankollu, fejn jidħlu sidien ta' proprjetajiet ġodda, dawn jistgħu japplikaw biss għall-għotja ġaladarba l-proprjetà tkun mibnija u lesta kif definit mil-linji gwida stabbiliti u approvati mill-awtorità kompetenti.

Din l-Għotja tapplika wkoll għal dawk li fl-1 ta' Jannar 2025 kienu fuq wegħda ta' bejgħ (konvenju) u kienu għadhom ma għalqux il-kuntratt tal-akkwist.

Għal proprjetajiet f'Għawdex li għalihom il-kuntratt tal-akkwist kien iffirmat qabel id-data effettiva iżda li għadhom ma rċevewx l-għotja, tkun tapplika l-għotja ta' €30,000 u d-data tal-kuntratt tal-akkwist tal-proprjeta tkun id-data applikabbli għall-fini tal-ammont tal-għotja dovuta. Għal proprjetajiet f'Għawdex li għalihom ġie ffirmat il-kuntratt tal-akkwist fid-data effettiva jew wara, tkun tapplika l-għotja ta' €40,000.

(iii) Il-proprjetà li tibbenefika mill-għotja ma tistax tiġi diviża, fejn in-numru ta' units residenzjali jibqa' l-istess. Jekk il-propjetà tiġi sussegwentement żviluppata mill-ġdid f'unitajiet residenzjali separati, l-applikant ikollu jħallas lura l-ammont sħiħ tal-għotja imħallsa lilhom taħt din l-iskema.

(iv) Proprjetà waħda biss għal kull applikant hija eliġibbli biex tikkwalifika għal għotja taħt din l-iskema u applikant jista' jkun eliġibbli għal għotja taħt din l-iskema biss darba.

2. Area of applicability

(i) This scheme relates to eligible applicants that are acquiring their first immovable property. The property for which the grant is being applied for must be the applicant's first immovable property acquired inter vivos by the applicant and is acquired for sole and ordinary residence and which property is a privately owned residential property as defined in section one, which property was purchased from the effective date or afterwards, as proven by date on deed of Acquisition of property.

(ii) To be eligible for the grant, applicants must be compliant and have first registered their deed of acquisition with the Malta Tax and Customs Administration in terms of Subsidiary Legislation 364.19 Relief from Income Tax and from Duty on Documents and Transfers on Certain Property Transfers Rules, and have submitted legal proof and a declaration that they are first time buyers and that this is their first immovable property acquired inter vivos in line with the requisites of Article 3 of Subsidiary Legislation 364.12, Exemption of Duty in terms of Article 23 Order.

This Grant applies to eligible properties that were purchased between 1st January 2025 and 31st December 2026. However, when it comes to owners of new properties, they can only apply for the grant once the property is built and finished as defined by the established guidelines and approved by the competent authority.

This Grant also applies to those that on the 1st January 2025 were on a promise of sale (konvenju) and had not yet closed the deed of acquisition.

For properties in Gozo for which the deed of acquisition was signed prior to the effective date but which have yet not received the grant, the €30,000 grant would apply and the deed of acquisition date would be the cut off date in terms of the eligible grant due. For properties in Gozo for which the deed of acquisition was signed on or after the effective date, the €40,000 grant would apply.

(iii) The property that benefits from the scheme cannot be divided, whereby the number of residential units will remain the same. If the property subsequently re-developed into separate residential units, the applicant will have to refund the full amount of the grant paid to them under this Grant.

(iv) Only one property per applicant is eligible to qualify for support under this scheme and an applicant can only be eligible for a grant under this scheme once.

3. Kif wieħed japplika u dokumenti li għandhom jiġu provduti:

Applikazzjonijiet taħt din l-iskema għandhom isiru biss permezz ta' portal/s elettroniku/ċi uffiċċjali u għandu jkun fihom dak it-tagħrif, dettalji udokumentazzjoni kollha kif meħtieġa fl-imsemmija formola u skont din l-iskema.

(i) L-applikant għandu jissottometti wkoll kwalunkwe dokumenti li l-Ministeru responsabbli mill-finanzi, jista' jirrkjedi minn żmien għal żmien. Applikazzjoni ma titqies li ġiet sottomessa sakemm ma tkunx sħiħa u kompluta fl-aspetti materjali kollha u sakemm ma jkunx fiha l-informazzjoni kollha u tkun akkumpanjata mid-dokumentazzjoni kollha mitluba fiha.

(ii) Ikunu jikkwalifikaw biss għall-għotja msemmija fis-sezzjoni 4 ta' din l-iskema dawk l-applikazzjonijiet li jkunu jikkonformaw mad-dispożizzjonijiet ta' din l-iskema. F'każ ta' applikazzjoni frawdolenti tittieħed azzjoni kriminali Kontra l-applikant skont il-Kodiċi Kriminali (Kap. 9).

(iii) Fejn jidħlu sidien ta' proprjetà residenzjali privata ta' Żona ta' Konservazzjoni Urbana (ŻKU), jew is-sidien ta' proprjetà residenzjali privata li ilha mibnija għal aktar minn 20 sena u li ilha vakanti għal aktar minn seba' snin, applikazzjonijiet taħt din l-iskema, għandhom jiġu sottomessi, sa mhux aktar tard minn sitt xhur mix-xiri tal-proprjetà kif muri mid-data tal-kuntratt tal-akkwist tal-proprjetà. Applikazzjonijiet li jaslu 'tard', jiġifieri wara l-perjodu ta' sitt xhur, għandhom jitqiesu bħala applikazzjonijiet invalidi

(iv) Għal perjodu ta' mhux aktar min ħames snin mid-data tal-applikazzjoni sottomessa l-applikanti jistgħu jintalbu jippreżentaw id-dokumenti oriġinali li fuqhom tkun qed issir it-talba. Fin-nuqqas li jipproduċi tali dokumenti, l-applikanti jkunu obbligati li jħallsu lura l-ammont mogħti taħt l-iskema u f'każ ta' applikazzjonijiet frawdolenti tittieħed azzjoni kriminali skont l-artikolu 309 tal-Kodiċi Kriminali (Kap. 9).

4. Għotja li titħallas taħt din l-iskema

Applikanti eliġibbli jistgħu japplikaw għal għotja massima ta' €15,000 jekk il-proprjetà mixtrija tkun f'Malta u €40,000 jekk il-proprjetà mixtrija tkun f'Għawdex. Fil-każ ta' proprjetà mixtriha f'Għawdex, l-ammont dovut jiġi determinat kif stabbilit fi Klawżola 2 ta' dan l-avviż.

L-għotja finali li se tingħata tiġi stabbilita fuq bażi pro rata skont is-sehem tal-proprjetà li tkun qed tiġi akkwistata.

5. Ħlas tal-għotja

L-għotja titħallas lill-applikant, permezz ta' kreditu dirett fil-kont bankarju indikat fl-applikazzjoni.

3. Manner of application and supporting documents required:

Applications under this scheme shall be made only via the official electronic portal/s and must contain all the information, details and documentation as required in the said form and in terms of this scheme.

(i) The applicant must also provide any other document which the Ministry responsible for finance, may from time to time require. An application shall not be deemed to have been submitted unless it is full and complete in all material respects and unless it contains all the information and is accompanied by all the documentation requested therein.

(ii) Only those applications that are found to conform with the provisions of this scheme shall be eligible for payment of the grant referred to in section 4 of the scheme. In the case of a fraudulent application criminal action in terms of the Criminal Code (Cap. 9) will be taken against the applicant.

(iii) When it comes to owners of a private residential Urban Conservation Area (UCA) property or the owners of a private residential property that has been built for more than 20 years and has been vacant for more than seven years, applications under this scheme, should be submitted by not later than six months from the purchase of the property as evidenced by the date on deed of acquisition of property. Applications received 'late', that is after the six months period, shall be deemed to be invalid applications.

(iv) For a period of not more than five years from the submitted application applicants may be requested to present the original documents upon which the claim is being made. Failure to produce any such documents upon request, applicants will be obliged to refund the amount paid under the scheme and in the case of a fraudulent applications criminal action in terms of article 309 of the Criminal Code (Cap. 9) will be taken.

4. Grant payable under this scheme

Eligible applicants may apply for a maximum grant of €15,000 if the property purchased is in Malta and a maximum of €40,000 if the property purchased is in Gozo. In the case of property acquired in Gozo, the grant due is determined in terms of Clause 2 of this notice.

The actual amount allocated will be established on a pro rata basis according to the share of the property being acquired.

5. Payment of Grant

The grant will be credited to the applicant, in the bank account that is indicated in the application.

6. Emendi għall-Iskema

Il-Ministeru responsabbli għall-finanzi iżomm id-dritt li jagħmel kull tibdil f'din l-iskema bil-pubblikazzjoni ta' dak it-tibdil fil-Gazetta tal-Gvern.

7. Tul tal-iskema

Din l-Iskema għandha titqies li bdiet fl-1 ta' Jannar 2025 u għandha tibqa' fis-seħħ sal-31 ta' Diċembru 2026. Din l-iskema tista' tiġi modifikata jew mitmuma permezz ta' Notifikazzjoni fil-Gazzetta tal-Gvern u tista' tiġġedded skont il-ħtieġa permezz ta' Avviż ieħor fil-Gazzetta tal-Gvern.

8. Diżpożizzjoniet Transitorji

Applikazzjonijiet għall-għotja li jkopru l-perjodu bejn u waqt id-data effettiva u d-data tal-pubblikazzjoni ta' dan l-Avviż tal-Gvern għandhom jitqiesu bħala applikazzjonijiet validi taħt din l-iskema sakemm l-applikazzjoni taqa' taħt il-kriterji ta' eliġibbiltà.

F'dawn il-każijiet transitorji, fejn jidħlu proprjetajiet residenzjali privati li jkunu fiż-Żona ta' konservazzjoni Urbana (ŻKU), jew proprjetajiet li ilhom mibnija għal aktar minn għoxrin sena u huma vakanti għal aktar minn seba' snin, l-applikazzjonijiet għandhom jintbagħtu fi żmien sitt xhur mid-data tal-pubblikazzjoni ta' dan l-Avviż tal-Gvern.

L-24 ta' Jannar, 2025

6. Amendments to the Scheme

The Ministry responsible for finance reserves the right to make any amendments to this scheme by the publication of the said amendments in the Government Gazette.

7. Duration of the scheme

This Scheme shall be deemed to have commenced on the 1st January 2025 and shall remain in force till the 31st of December 2026. This scheme may be modified or terminated by means of a Notice in the Government Gazette and shall be renewed as deemed necessary through another Notice in the Government Gazette.

8. Transitory Provisions

Applications for the grant that cover the period between and during the effective date and the date of publication of this Government Notice shall be deemed to be valid applications under this scheme provided that the application falls within the eligibility criteria.

In these transitory cases, when it comes to private residential Urban Conservation Area (UCA) properties or private residential properties that have been built for more than 20 years and have been vacant for more than seven years, applications shall be submitted within six months from the date of publication of this Government Notice.

24th January, 2025

Nru. 143

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	Deheb Pur Gramma	Fidda Pura Gramma
Date	*Pure Gold* *Grams*	*Pure Silver* *Grams*
24.1.2025	€84.991	€0.950

L-24 ta' Jannar, 2025

No. 143

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:

24th January, 2025

AVVIŻ TAL-PULIZIJA

Nru. 14

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.

Il-Ġżira

Nhar l-Erbgħa, 5 ta' Marzu, 2025, mit-3.00 p.m. sas-6.00 p.m., purċissjoni minn Triq San Albert (quddiem il-kappella tar-Redentur).

Tas-Sliema

Nhar l-Erbgħa, 5 ta' Marzu, 2025, mis-2.30 p.m. sas-7.00 p.m., minn Triq San Trofimu (minn Triq San Ġwann Battista sa Triq Dun Pawl Vella, fuq in-naħa tal-lemin tal-knisja).

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

L-24 ta' Jannar, 2025

AVVIŻ TAL-PULIZIJA

Nru. 15

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

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

Ir-Rabat, Għawdex

Nhar is-Sibt, 8 ta' Frar, 2025, mill-4.00 p.m. sat-8.00 p.m., minn Pjazza San Ġorġ, Triq San Ġorġ, Triq il-Providenza, Triq il-Librerija, Triq Alfons M. Hili u Triq il-Karità.

It-trasport pubbliku jista' jkun affettwat.

POLICE NOTICE

No. 14

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.

Ġżira

On Wednesday, 5th March, 2025, from 3.00 p.m. to 6.00 p.m., a procession through Triq San Albert (in front of the chapel of Christ the Redeemer).

Tas-Sliema

On Wednesday, 5th March, 2025 from 2.30 p.m. to 7.00 p.m., through Triq San Trofimu (from Triq San Ġwann Battista to Triq Dun Pawl Vella, on the right hand side of the church).

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

24th January, 2025

POLICE NOTICE

No. 15

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.

Victoria, Gozo

On Saturday, 8th February, 2025, from 4.00 p.m. to 8.00 p.m., through Pjazza San Ġorġ, Triq San Ġorġ, Triq il-Providenza, Triq il-Librerija, Triq Alfons M. Hili and Triq il-Karità.

Public transport may be affected.

Is-Siġġiewi

Nhar is-Sibt, l-1 ta' Marzu, 2025, mis-1.00 p.m. sas-6.00 p.m., minn Pjazza San Nikola (il-parti t'isfel).

It-trasport pubbliku mhux se jkun affettwat.

Hemm bżonn ta' clearance.

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

L-24 ta' Jannar, 2025

TRANSPORT MALTA

Avviż lill-Baħħara Nru. 4 tal-2025

Merkanti Reef, East Cardinal Light – Distrutt

B'referenza għal BA Chart 177 – Valletta Harbours

Id-Direttorat tal-Portijiet u l-Yachting, Transport Malta, javża lill-baħħara li d-dawl tal-Kardinal tal-Lvant ta' Merkanti Reef iteptep malajr 3 kull 10 sekondi (imwaħħal ma' arblu) fil-pożizzjoni li ġejja:

Latitudni (T)	*Lonġitudni (L)*
35° 55'.490	014° 29'.850

ġie distrutt.

L-24 ta' Jannar, 2025

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

Grupp ta' Esperti fir-Riċerka tal-Kanċer

Il-Fondazzjoni Cancer Research and Innovation HUB Malta, qed tilqa' applikazzjonijiet mingħand persuni interessati biex jiffurmaw parti minn grupp ta' esperti fuq bażi ta' 'Kuntratt Definit'. Din is-sejħa se tkun għal perjodu ta' 12-il xahar b'possibbiltà ta' tiġdid aktar 'il quddiem.

L-esperti se jiġu assenjati xogħol abbażi skont l-oqsma tal-professjoni/espertiżmu tagħhom.

Oqsma ta' Espertiżmu

Bijoloġija u Ġenetika tal-Kanċer
Riċerka Klinika u Onkoloġija
Epidemjoloġija u Prevenzjoni tal-Kanċer
Immunoterapija
Bijoinformatika

Siġġiewi

On Saturday, 1st March, 2025, from 1.00 p.m. to 6.00 p.m., through Pjazza San Nikola (the lower part).

Public transport will not be affected.

Clearance is needed.

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

24th January, 2025

TRANSPORT MALTA

Notice to Mariners No. 4 of 2025

Merkanti Reef, East Cardinal Light – Destroyed

Reference is made to BA Chart 177 – Valletta Harbours

The Ports and Yachting Directorate, Transport Malta, notifies mariners that the Merkanti Reef East Cardinal light flashing quick 3 every 10 seconds (pole mounted) in the following position:

Latitude (N)	*Longitude (E)*
35° 55'.490	014° 29'.850

has been destroyed.

24th January, 2025

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Pool of Experts in Cancer Research

The Cancer Research and Innovation Hub Malta Foundation, is inviting applications from interested persons to form part of a pool of experts on a 'Contract for Service' basis. The validity of the pool will be for a period of 12 months with possible further renewals.

Experts will be assigned tasks on a case-by-case basis according to their area of expertise.

Areas of Expertise

Cancer Biology and Genetics
Clinical Research and Oncology
Epidemiology and Cancer Prevention
Immunotherapy
Bioinformatics

Żvilupp Farmaċewtiku
Ekonomija tas-Saħħa
Politika u Ppjanar Strateġiku
Fondi tal-UE
Ġestjoni tal-Proġetti
Uffiċjal fil-Komunikazzjoni

Persuni interessati għandu jkollhom kwalifiki rilevanti fl-oqsma rispettivi tagħhom mhux inqas minn Livell 6 tal-MQF u ħames snin esperjenza fl-oqsma tagħhom ta' espertiżmu jew Livell 7 tal-MQF u sentejn esperjenza fl-oqsma tagħhom ta' espertiżmu jew Livell 8 tal-MQF.

Espressjonijiet ta' interess akkumpanjati minn Curriculum Vitae dettaljat, ċertifikat tal-kondotta tal-Pulizija (maħruġa fi żmien xahar mid-data tal-applikazzjoni), u kopji ta' ċertifikati ta' kwalifiki għandhom jintbagħtu lil (recruitment.crihm@gov.mt) sal-Ġimgħa, 7 ta' Frar, 2025, f'nofsinhar.

L-24 ta' Jannar, 2025

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

Fondazzjoni taċ-Ċentru tar-Riċerka u l-Innovazzjoni fil-Kanċer

Servizzi ta' appoġġ għal Kampanji ta' Għarfien għallFondazzjoni taċ-Ċentru tar-Riċerka u l-Innovazzjoni fil-Kanċer

Il-Fondazzjoni taċ-Ċentru tar-Riċerka u l-Innovazzjoni fil-Kanċer se tilqa' applikazzjonijiet minn persuni interessati biex jipprovdu servizzi ta' appoġġ fuq bażi ta' 'Contract for Service'. Il-kuntratt se jkun twil sa sena u l-ħlas ikun ta' €7.75 fis-siegħa, eskluża l-VAT.

Il-ħinijiet tax-xogħol jiġu deċiżi mill-uffiċċju tal-Fondazzjoni tal-Cancer Research and Innovation Hub Malta, u jistgħu jinkludu tmiem il-ġimgħa u festi pubbliċi.

Is-servizzi meħtieġa huma kif ġej:

Appoġġ għall-Avvenimenti

Għajnuna fl-organizzazzjoni ta' avvenimenti ta' sensibilizzazzjoni bħal seminars, workshops, jew programmi ta' sensibilizzazzjoni.

Appoġġ fuq il-post waqt avvenimenti, inklużi arranġamenti loġistiċi u involviment tal-parteċipanti.

Komunikazzjoni mal-Partijiet Interessati

Aġir bħala punt ta' kuntatt għal mistoqsijiet mill-pubbliku, midja, jew kollaboraturi.

Pharmaceutical Development
Health Economics
Policy and Strategic Planning
EU Funds
Project Management
Communication Officer

Interested individuals are to have relevant area qualifications not less than MQF Level 6 and five years' experience in their area of expertise or MQF Level 7 and two years' experience in their area of expertise or MQF Level 8.

Expressions of interest accompanied by a detailed Curriculum Vitae, Police conduct certificate (issued within one month of application date), and copies of qualification certificates are to be submitted to (recruitment.crihm@gov.mt) until Friday, 7th February, 2025, at noon.

24th January, 2025

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Cancer Research and Innovation Hub Malta Foundation

Support services for Awareness Campaigns for the Cancer Research and Innovation Hub Malta Foundation

The Cancer Research and Innovation Hub Malta Foundation, will be receiving applications from interested persons to provide support services on a 'Contract for Service' basis. The duration of this assignment will be up to one year. The hourly rate will be €7.75 excluding VAT.

The working hours will be determined by the office of the Cancer Research and Innovation Hub Malta Foundation and may include weekends and public holidays.

The services required are as follows:

Event Support

Assisting in organising awareness events such as seminars, workshops, or outreach programmes.

Providing on-site support during events, including logistical arrangements and participant engagement.

Stakeholder Communication

Acting as a point of contact for queries from the public, media, or collaborators.

Kitba ta' korrispondenza lill-partijiet interessati, inklużi stedini u ittri elettroniċi ta' segwitu.

Ġbir ta' feedback mill-partijiet interessati biex titjieb il-kampanja fil-ġejjieni.

Monitoraġġ u Rappurtar

Ġbir ta' data dwar il-firxa u l-impatt tal-kampanji ta' sensibilizzazzjoni.

Tħejjija ta' rapporti u analiżi biex jiġi assessjat is-suċċess tal-kampanja u l-oqsma fejn hemm bżonn titjib.

Żamma ta' rekord dettaljat tal-ħinijiet u s-servizzi pprovduti.

Involviment Pubbliku u Attivitajiet ta' Sensibilizzazzjoni

Organizzazzjoni u parteċipazzjoni f'attivitajiet ta' sensibilizzazzjoni fil-komunità.

Tħejjija u distribuzzjoni ta' materjal edukattiv lill-pubbliku.

Kollaborazzjoni ma' professjonisti fil-qasam tal-kura tas-saħħa biex jipprovdu informazzjoni preċiża u ta' impatt.

Il-persuni interessati għandu jkollhom:

il-ħila li jaħdmu b'ritmu mgħaġġel;

ħiliet ta' komunikazzjoni tajba;

il-ħila li jaħdmu f'tim u individwalment;

ikunu kapaċi jaħdmu mingħajr superviżjoni;

ikollhom ħiliet biex isolvu l-problemi;

ikollhom ħiliet organizzattivi b'saħħithom.

Minbarra li jkollhom il-ħiliet ta' hawn fuq, l-individwi interessati għandhom jipprovdu prova ta' esperjenza rilevanti f'inizjattivi simili.

Espressjonijiet ta' interess akkumpanjati minn Curriculum Vitae dettaljat, ċertifikat tal-kondotta tal-Pulizija (maħruġ fi żmien xahar mid-data tal-applikazzjoni) u kopji tal-kwalifiki għandhom jiġu sottomessi permezz ta' ittra elettronika lil (recruitment.crihm@gov.mt) sa nofsinhar tal-Ġimgħa, 7 ta' Frar, 2025.

L-24 ta' Jannar, 2025

Drafting correspondence to stakeholders, including invitations and follow-up emails.

Gathering feedback from stakeholders to improve future campaigns.

Monitoring and Reporting

Collecting data on the reach and impact of awareness campaigns.

Preparing reports and analyses to assess campaign success and areas for improvement.

Maintaining detailed records of hours worked and services provided.

Public Engagement and Awareness Activities

Organising and participating in community outreach activities to promote cancer awareness.

Preparing and distributing educational materials to the public.

Collaborating with healthcare professionals to provide accurate and impactful information.

Interested persons are to have the necessary skills for the task:

the ability to work in fast-paced environments;

good communication skills;

the ability to work in a team and individually;

be able to work on own initiative;

have problem-solving skills;

have strong organisational skills.

Apart from having the above skills interested individuals are to provide proof of previous relevant experience.

Expressions of interest accompanied by a detailed Curriculum Vitae, Police conduct certificate (issued within one month of application date) and copies of qualifications are to be submitted by email to (recruitment.crihm@gov.mt) until noon on Friday, 7th February, 2025.

24th January 2025

MINISTERU GĦALL-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 jilqa' applikazzjonijiet għall-post ta' Assistant Manager (Multi-agency Risk Assessment Committee (MARAC)) 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' sitt (6) xhur.

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

2.3 Is-salarju ta' Assistant Manager li jidħol fil-grad bir-rekwiżiti tal-eliġibbiltà ta' paragrafu 4.1 (iii) (a) jew (iii) (c) huwa ta' Skala ta' Salarju 12, li fis-sena 2025 huwa ta' €22,526.00 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €24,650.00.

2.4 Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 12 titla' għal Skala 11, li fis-sena 2025 hija ekwivalenti għal €24,038.98 fis-sena, li tiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €26,290.00, mal-kisba ta' Diploma fil-Livell 5 tal-MQF kif imsemmija fil-paragrafu 4.1(iii) (b).

2.5 Persuna fil-grad ta' Assistant Manager li tissodisfa l-klawsola 4.1 (iii) (b) titpoġġa fi Skala ta' Salarju 11, u titla' fi Skala 10 (€25,570.98 x €407.67 - €28,017.00) fis-sena 2025 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 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.

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 of Assistant Manager (Multi-agency Risk Assessment Committee (MARAC)) within the Police Department 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 2025 is equivalent to €22,526.00 per annum, rising by annual increments of €354.00 up to a maximum of €24,650.00.

2.4 An Assistant Manager in Salary Scale 12 will progress to Scale 11, which in the year 2025 is equivalent to €24,038.98 per annum, rising by annual increments of €375.17 up to a maximum of €26,290.00, on attainment of the MQF Level 5 Diploma referred to in paragraph 4.1 (iii) (b).

2.5 An Assistant Manager who satisfies the eligibility provision of paragraph 4.1 (iii) (b) will be placed in Salary Scale 11, and will progress to Scale 10 (€25,570.98 x €407.67 - €28,017.00) in the year 2025 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 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 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. Il-Kandidati jistgħu ikunu suġġetti għal Security Clearance.

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 jaċettaw 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. Jaġixxi bħala r-rappreżentant u l-punt ta' kuntatt tal-Pulizija ta' Malta fil-laqgħat kollha tal-MARAM (Multi-agency Risk Assessment Meeting);

ii. Jiffaċilita l-komunikazzjoni u l-qsim ta' informazzjoni bejn il-Pulizija ta' Malta u l-aġenziji involuti fil-MARAM;

iii. Jipprovdi informazzjoni rilevanti, f'waqtha u preċiża mir-rekords tal-pulizija biex jassisti fil-valutazzjoni tar-riskju u l-ippjanar tas-sigurtà għall-vittmi;

iv. Jiżgura li l-informazzjoni rilevanti kollha mill-pulizija tinqasam b'mod xieraq filwaqt li jinżammu l-istandards tal-kunfidenzjalità u tal-protezzjoni tad-data;

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. Candidates may be subject to security clearance.

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. Act as the representative and point of contact of the Malta Police in all MARAM (Multi-agency Risk Assessment Meeting) meetings;

ii. Facilitate communication and information sharing between the Malta Police and the agencies involved in the MARAM;

iii. Provide relevant, timely and accurate information from police records to assist in the risk assessment and safety planning for victims;

iv. Ensure that all relevant information from the police is shared appropriately while maintaining confidentiality and data protection standards;

v. Jaħdem mill-qrib mal-Victim Support Unit u mas-Servizzi ta' Appoġġ għall-Vittmi;

vi. Jiddokumenta diskussjonijiet, deċiżjonijiet u azzjonijiet ewlenin mill-MARAM filwaqt li jiżgura żamma preċiża tar-rekords tal-informazzjoni kollha relatata mal-każijiet MARAM fi ħdan l-NPS;

vii. Jirrapporta lura lill-uffiċjali tal-GBDV dwar ir-riżultati u l-azzjonijiet meħtieġa wara l-MARAM;

viii. Jipparteċipa f'sessjonijiet ta' taħriġ relatati mal-proċess MARAM u għodod ta' valutazzjoni tar-riskju;

ix. Iżomm ruħek aġġornat bl-aħjar prattiki u żviluppi f'kollaborazzjoni bejn diversi aġenziji għal każijiet ta' vjolenza domestika;

x. Jipprovdi feedback lill-maniġment superjuri tal-pulizija dwar il-proċess MARAM u jissuġġerixxi oqsma għal titjib;

xi. Jikkontribwixxi għal diskussjonijiet interni dwar it-tisħiħ tal-proċeduri tal-pulizija relatati mal-vjolenza domestika u l-ħidma bejn diversi aġenziji;

xii. Jassigura li l-azzjonijiet u l-komunikazzjonijiet kollha jkunu konformi mal-politiki u l-ħtiġiet legali tal-pulizija.

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

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

v. Work closely with Victim Support Unit and Victim Support Services;

vi. Document key discussions, decisions, and actions from MARAM whilst ensuring accurate record-keeping of all information related to MARAM cases within NPS;

vii. Report back to GBDV officers on outcomes and required actions following MARAM;

viii. Participate in training sessions related to the MARAM process and risk assessment tools;

ix. Keep up to date with best practices and developments in multi-agency collaboration for domestic violence cases;

x. Provide feedback to senior police management on the MARAM process and suggest areas for improvement;

xi. Contribute to internal discussions on enhancing police procedures related to domestic violence and Multi-agency working;

xii. Ensure that all actions and communications are in line with police policies and legal requirements.

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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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 u bil-lingwa Ingliża;

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

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) fis-Soċjoloġija jew Psikoloġija jew Management, jew Information and Communication Technology jew European Studies jew f'oqsma rilevanti kif determinat mill-maniġment.

iii. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, equivalent*) in Sociology or Psychology or Management or Information and Communication Technology or European Studies or in relevant areas as determined by Management.

JEW

OR

b. fil-pussess ta' Diploma rikonoxxuta komparabbli fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fis-Soċjoloġija jew Psikoloġija jew Management, jew Information and Communication Technology jew European Studies jew f'oqsma rilevanti kif determinat mill-maniġment.

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, equivalent*) in Sociology or Psychology or Management or Information and Communication Technology or European Studies or in relevant areas as determined by Management.

JEW

OR

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: Soċjoloġija jew Psikoloġija jew Studji Soċjali 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 Soċoloġija jew Psikoloġija).

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

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

Kandidati magħżula li huma fil-pussess ta' kwalifika rikonnoxxta fil-Livell 4 tal-MQF (kwalifika jew żewġ suġġetti fil-Livell Avvanzat flimkien ma' tliet suġġetti fil-Livell Intermedju tal-Matrikola jew fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat, jew kwalifika rikonoxxuta komparabbli), fl-oqsma indikati fil-paragrafu 4.1 (iii) (a) jew (c) jidħlu bħala Assistant Manager (Skala ta' Salarju 12). Mal-akkwist ta' Diploma rilevanti fil-Livell 5 tal-MQF f'oqsma relatati, dawn l-uffiċjali jipprogressaw għal Assistant Manager (Skala ta' Salarju 11). Il-progressjonijiet l-oħra kollha għandhom ikunu skont id-dispożizzjonijiet indikati fid-dokument li jismu 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

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

(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

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: Sociology or Psychology or Social Studies) 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: Sociology or Psychology).

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

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

Successful candidates who are in possession of a recognised MQF Level 4, (qualification or two subjects at Advance Level and three subjects at Intermediate Matriculation Level, or in possession of three (3) subjects at Advanced Level, or a recognised comparable qualification) in the areas highlighted in 4.1 (iii) (a) or (c), shall enter as Assistant Manager (Salary Scale 12). On attainment of a relevant MQF Level 5 in related areas such officers shall progress to Assistant Manager (Salary Scale 11). All other progressions shall be in accordance with the provisions stipulated in the document entitled 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

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

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

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 fi żmien sena mid-data tal-ħatra tagħhom. 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.

6.3 Il-ħatriet tal-applikanti li jgħaddu jkunu suġġetti għas-Security Clearance.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tas-Sezzjoni 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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

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 within one year of their appointment date. 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.

6.3 Appointments of successful applicants will be made subject to Security Clearance.

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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 mis-Sezzjoni tar-Riżorsi Umani. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettronika u l-indirizz elettroniku tad-dipartiment (pulizija.gov.mt) u (hr.police@gov.mt).

L-24 ta' Jannar, 2025

MINISTERU GĦAT-TRASPORT,
L-INFRASTRUTTURA U X-XOGĦLIJIET
PUBBLIĊI

Post ta' Assistant Manager fil-Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi

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

1. Id-Direttur (People Management), Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi, jilqa'

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, Police Department. 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 (pulizija.gov.mt) and (hr.police@gov.mt).

24th January, 2025

MINISTRY FOR TRANSPORT,
INFRASTRUCTURE AND
PUBLIC WORKS

Post of Assistant Manager in the Ministry for Transport, Infrastructure and Public Works

Nomenclatures denoting the male gender include also the female gender.

1. The Director (People Management), Ministry for Transport, Infrastructure and Public Works, invites

applikazzjonijiet għall-post ta' Assistant Manager fil-Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi.

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 2025 huwa ta' €22,526 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €24,650.

2.4 Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 12 titla' għal Skala 11, li fis-sena 2025 hija ekwivalenti għal €24,038.98 fis-sena, li tiżdied b'żidiet annwali ta' € 375.17 sa massimu ta' €26,290, 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 (€25,570.98 x €407.67 - €28,017) fis-sena 2025 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 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.

applications for the post of Assistant Manager in the Ministry for Transport, Infrastructure and Public Works.

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 2025 is equivalent to, €22,526 per annum, rising by annual increments of €354 up to a maximum of €24,650.

2.4 An Assistant Manager in Salary Scale 12 will progress to Scale 11, which in the year 2025 is equivalent to €24,038.98 per annum, rising by annual increments of €375.17 up to a maximum of €26,290, 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 (€25,570.98 x €407.67 - €28,017 in the year 2025) 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 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 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.

Il-kandidati magħżula għandhom jirrappurtaw kwalunke kunflitt ta' interess magħruf, attwali, potenzjali jew apparenti qabel ma jaċettaw 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. Iżomm ruħu aġġornat bl-iżviluppi f'oqsma ta' interess għad-dipartiment rispettiv u jiddiskuti mal-maniġment superjuri rispettiv l-inizjattivi li għandhom jittieħdu;

ii. Iżomm kuntatt mal-uffiċjali tad-dipartiment, sabiex jiżgura kontribuzzjonijiet ta' riċerka korretti u f'waqthom lill-maniġment tad-dipartiment;

iii. Jipparteċipa fl-analiżi kontinwa fi ħdan id-dipartimenti f'oqsma ta' xogħol/servizzi identifikati mis-superjuri u inizjattivi oħra ta' riċerka rilevanti;

iv. Jiġbor u janalizza informazzjoni u statistika għall-użu ta' kitba ta' rapporti u/jew esekuzzjoni ta' kompiti oħra meħtiega, taħt is-superviżjoni, kif ikun meħtieġ, inkluża statistika mitluba għall-mistoqsijiet parlamentari, fost l-oħrajn;

v. Jissorvelja u jsegwi riċerka kompluta biex jipprovdi analiżi tar-riżultati u l-kontribuzzjoni ta' din ir-riċerka lejn is-servizz;

vi. Imexxi inizjattivi ta' bidla li qegħdin isiru mid-dipartiment rispettiv u mill-Ministeru;

vii. Jipprovdi l-appoġġ meħtieġ lill-maniġment superjuri fit-tmexxija tas-servizzi provduti fid-dipartiment;

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.

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. Keeps up to date with developments in areas of interest to the respective department and discusses with the respective senior management possible initiatives to be undertaken;

ii. Liaises with the relevant officers, in order to ensure correct and timely research contributions to the management of the department;

iii. Participates in the ongoing analysis within the Department in specified areas of work/services identified by the management and other relevant research initiatives;

iv. Collects and analysis statistical data and information used to complete reports and/or tasks, under supervision, as required, including data requested for parliamentary questions, amongst others;

v. Monitors and follows up on completed research to provide analysis of the outcomes and its contribution towards the service;

vi. Drives change initiatives that are being undertaken by the respective department and by the Ministry;

vii. Provides support to senior management in the delivery of services pertaining to the department;

viii. Jassisti lill-maniġment superjuri fit-twettiq tar-riċerka u preparazzjoni ta' politiki, hekk kif applikabbli, fir-rigward tal-objettivi tad-dipartiment;

ix. Jassisti lill-maniġment superjuri biex b'mod effettiv jimmaniġġja l-finanzi u r-riżorsi umani fdati lid-dipartiment;

x. Jipproponi rakkomandazzjonijiet għas-simplifikazzjoni tal-proċessi u jsegwi/ssegwi fuq l-implimentazzjoni tagħhom;

xi. Jipprovdi appoġġ u jiżgura aġġornament regolari ta' databases relatati mal-operat tad-dipartiment;

xii. 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;

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

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż 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

viii. Assists senior management in conducting research and preparing draft policies as applicable in relation the department's objectives;

ix. Assists the senior management in managing effectively the financial and human resources entrusted to the department;

x. Proposes recommendations for simplification of processes and follows up on their implementation;

xi. Provides support and ensures regular updating of databases relating to operations of the department;

xii. 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;

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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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-Malti u bl-Ingliż;

ii. able to communicate in Maltese and English;

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET jew ekwivalenti*) fil-Public Administration jew Financial Services jew Business Management jew Busines Administration jew Economics jew Banking and Finance jew Accountancy jew jkollhom kwalifika professjonali rikonoxxuta fil-Livell 4 tal MQF f'Accountancy jew f'oqsma rilevanti kif determinat mill-maniġment.

iii. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, equivalent*) in Public Administration or Financial Services or Business Management or Business Administration or Economics or Banking and Finance or Accountancy or a recognised professional qualification at MQF Level 4 i Accountancy, or in relevant areas as determined by management.

JEW

OR

b. fil-pussess ta' Diploma rikonoxxuta komparabbli fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fil-Public Administration jew Financial Services jew Business Manageme jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew jkollhom kwalifika professjonali rikonoxxuta il-Livell 5 tal-MQF f'Accountancy jew f'oqsma rilevanti kif determinat mill-maniġment.

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, equivalent*) in Public Administration or Financial Services or Business Management or Business Administration or Economics or Banking and Finance or Accountancy or a recognised professional qualification at MQF Level 5 i Accountancy, or in relevant areas as determined by management.

JEW

OR

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

c. (i) In possession of two (2) subjects at Advanced Level and three (3) subjects at Intermediate Matriculation Leve (which must include two (2) of the following subjects:

jew Ingliż jew Matematika jew IT jew Accounts jew Business Studies jew Commerce) 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 IT jew Accounts jew Business Studies jew Commerce).

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

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

Kandidati magħżula li huma fil-pussess ta' kwalifika rikonnoxxta fil-Livell 4 tal-MQF (kwalifika jew żewġ suġġetti fil Livell Avvanzat flimkien ma' tliet suġġetti fil-Livell Intermedju tal-Matrikola jew fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat, jew kwalifika rikonoxxuta komparabbli), fl-oqsma indikati fil-paragrafu 4.1 (iii) (a) jew (c) jidħlu bħala Assistant Manager (Skala ta' Salarju 12). Mal-akkwist ta' Diploma rilevanti fil-Livell 5 tal-MQF f'oqsma relatati, dawk 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 ta sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbl skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

Maltese or English or Mathematics or IT or Accounts or Business Studies or Commerce 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 IT or Accounts or Business Studies or Commerce).

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

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

Successful candidates who are in possession of a recognised MQF Level 4, (qualification or two subjects at Advanced Level and three subjects at Intermediate Matriculation Level, or in possession of three (3) subjects at Advanced Level, or a recognised comparable qualification) in the areas highlighted in 4.1 (iii) (a) or (c), shall enter as Assistant Manager (Salary Scale 12). On attainment of a relevant MQF Level 5 in related areas such officers shall progress to Assistant Manager (Salary Scale 11). All other progressions shall be in accordance with the provisions stipulated in the document entitled 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

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

(ii) 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 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 fi żmien sena mid-data tal-ħatra tagħhom. 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 tas-Sezzjoni tar-Reklutaġġ, Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi, 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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa 7 ta' Frar, 2025. 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.

4.3 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 within one year of their appointment date. 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 Recruitment Section, Ministry for Transport, Infrastructure and Public Works, 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 tal-People Management, Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi, Blokk H (Ent. B), Triq Antonio Maurizio Valperga, Il-Furjana FRN 1710. 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://infrastructure.gov.mt/) u (recruitment1.mtip@gov.mt).

L-24 ta' Jannar, 2025

MINISTERU GĦAT-TRASPORT,
L-INFRASTRUTTURA U X-XOGĦLIJIET
PUBBLIĊI

Post ta' Manager I fil-Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi

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

1. Id-Direttur (People Management), Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi, jilqa' applikazzjonijiet għall-post ta' Manager I fil-Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi.

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 Directorate, Ministry for Transprt, Infrastructure and Public Works, Block H (Ent. B), Triq Antonio Maurizio Valperga, Floriana FRN 1710. 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://infrastructure.gov.mt/) and (recruitment1.mtip@gov.mt).

24th January, 2025

MINISTRY FOR TRANSPORT,
INFRASTRUCTURE AND
PUBLIC WORKS

Post of Manager I in the Ministry for Transport, Infrastructure and Public Works

Nomenclatures denoting the male gender include also the female gender.

1. The Director (People Management), Ministry for Transport, Infrastructure and Public, invites applications for the post of Manager I in the Ministry for Transport, Infrastructure and Public Works.

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 fis-sena 2025 huwa ta' €25,570.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €28,017.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7 (€30,506.98 x €531.17 - €33,694) fl-2025 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 (€27,145.02 x €447.33 - €29,829 fl-2025) u tavvanza għal Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713 in 2025) 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 (€30,506.98 x €531.17 - €33,694 in 2025) 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.

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 2025 is €25,570.98 per annum, rising by annual increments of €407.67 up to a maximum of €28,017.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7 (€30,506.98 x €531.17 - €33,694 in 2025) 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 (€27,145.02 x €447.33 - €29,829 in 2025) and will progress to Salary Scale 8 (€28,792.02 x €486.83 - €31,713 in 2025) 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 (€30,506.98 x €531.17 - €33,694 in 2025) 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 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.

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 fl-ipproċessar preċiż u f'waqtu ta' ħidmiet fil-qasam finanzarju, bħall-irrekordjar, ir-rintraċċar u r-rikonċiljazzjoni ta' tranżazzjonijiet;

ii. Jiżgura li r-rekords u d-dokumenti rilevanti jinżammu f'konformità mal-proċeduri u l-linji gwida stabbiliti filwaqt li jżomm ruħu aġġornat ma' politiki tal-Gvern u regolamenti kif mitlub;

iii. Jassisti f'eżerċizzji regolari li jwasslu għall-korrettezza ta' żamma bażika ta' dokumenti ta' accounts, bħal proċessi bankarji ta' rikonċiljazzjoni tal-Kont Pubbliku, below-the-line u voti, u jassisti fl-evalwazzjoni wkoll tal-virements fi ħdan il-voti kif ukoll it-talbiet għal finanzjament addizzjonali;

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;

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 timely and accurate processing of financial related tasks, such as recording, tracking and reconciliation of transactions;

ii. Ensures records and relevant documents are maintained in compliance with accepted policies and procedures whilst keeping abreast with policies and regulations as directed;

iii. Assists in regular exercises leading to the correctness of basic accounting documents, including bank reconciliation processes of the Public Account, below-the-line accounts and votes, and assisting in the assessment of virements within votes as well as requests for additional funding;

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

v. Jikkordina proċessi varji fi ħdan is-sezzjoni tal-accounts, kif neċessarju u mitlub mis-superjuri tiegħu/tagħha u/jew id-Direttur tal-Immaniġġjar tal-Finanzi;

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

vii. Jiżviluppa pjanijiet ta' ħidma, jissetja kompiti u skadenzi għal proġetti assenjati lilu bħall-immaniġġjar tal-Inventarju;

viii. Jikkordina u jassisti fl-Operat u l-loġistika tal-provista fl-imħazen tad-Diviżjoni;

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 u jassigura li dawn jintbagħtu fil-ħin stipulat;

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

xii. Dmirijiet oħra kif ikun meħtieġ mis-superjur/i tiegħu;

xiii. Kwalunkwe dmir ieħor skont l-esiġenzi tas-Servizz Pubbliku 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

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

v. Coordinates various processes within the accounts unit, as necessary and requested by his/her superiors and/or Director, Financial Management;

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

vii. Develops work plans, setting of tasks and deadlines for any assigned projects such as Inventory management;

viii. Coordinates and assists in the operations and supply logistics of the Stores within the Division's remit;

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 and ensures delivery by the agreed deadlines;

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

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

xiii. Any other duties according to the exigencies of the Public Service, 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 Maltes citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

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

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms

ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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-Public Administration jew Financial Services jew Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew ikollhom kwalifika professjonali rikonoxxuta komparabbli fil-Livell 6 tal-MQF f'Accountancy jewf'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

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. able to communicate in Maltese and English;

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 Financial Services or Business Management or Business Administration or Economics or Banking and Finance or Accountancy or a recognised comparable professional qualification at MQF Level 6 in Accountancy or in relevant 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

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 fi żmien sena mid-data tal-ħatra tagħhom. 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.

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 within one year of their appointment date. 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 tas-sezzjoni tar-Reklutaġġ, Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta tali dokument irid ikun maħruġ mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, f'format PDF, li għandhom jintbagħtu permezz tal-Portal. Id-data tal-għeluq tal-applikazzjonijiet hija fil-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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-Direttorat tal-People Management, Ministeru għat-Trasport, l-Infrastruttura u

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Recruitment Section, Ministry for Transport, Infrastructure and Public Works, 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 and the employment history). Those applying from outside the Public Service must produce a certificate of conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the Portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 Directorate, Ministry for Transport,

x-Xogħlijiet Pubbliċi, Blokk (Ent. B), Triq Antonio Maurizio Valperga, Il-Furjana FRN1710. Dawn id-diżpożizzjonijet ġenerali għandhom jiġ meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (https://infrastructure.gov.mt/) u (recruitment1.mtip@gov.mt).

L-24 ta' Jannar, 2025

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

Post ta' Health and Safety Officer 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' Health and Safety Officer fid-Dipartiment tar-Restawr u l-Preservazzjoni 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 Is-salarju ta' Health and Safety Officer huwa ta' Skala ta' Salarju 12, li fis-sena 2025 huwa ta' €22,526 fis-sena, li jiżdied bi €354 fis-sena sa massimu ta' €24,650.

2.3 Persuna fil-grad ta' Health and Safety Officer titla' fi Skala ta' Salarju 10 (€25,570.98 x €407.67 - €28,017) wara ħames (5) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna li jkolla degree rikonoxxuta f'Livell 6 tal-MQF tiġi mpoġġija awtomatikament bħala Health and Safety Officer fi Skala ta' Salarju 10 (€25,570.98 x €407.67 - €28,017 fis-sena 2025).

2.5 Health and Safety Officer fi Skala ta' Salarju 10 jipprogressa għal Skala ta' Salarju 9 (€27,145.02 x €447.33 - €29,829 fis-sena 2025) wara ħames (5) snin servizz fil-grad ta' Health and Safety Officer fi Skala ta' Salarju 10.

2.6 Il-persuna nnominata tkun intitolata għal benefiċċji oħra u suġġetta għall-kundizzjonijiet u obbligi li jkunu mniżżlin fi kwalunkwe ftehim rilevanti bejn il-Gvern ta' Malta u l-union kompetenti.

Infrastructure and Public Works, Block H (Ent. B), Trqi Antonio Maurizio Valperga, Floriana FRN1710. 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://infrastructure.gov.mt/) and (recruitment1.mtip@gov.mt).

24th January, 2025

MINISTRY FOR THE NATIONAL HERITAGE, THE ARTS AND LOCAL GOVERNMENT

Post of Health and Safety Officer 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 Health and Safety Officer in the Restoration and Preservation Department 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 The salary for the post of Health and Safety Officer is Salary Scale 12, which in the year 2025 is equivalent to, €22,526 per annum, rising by annual increments of €354 up to a maximum of €24,650.

2.3 A Health and Safety Officer will progress to Scale 10 (€25,570.98 x €407.67 - €28,017) on completion of five (5) years service in the grade, subject to satisfactory performance.

2.4 Officers who are in possession of a relevant qualification at MQF Level 6 will be automatically placed as Health and Safety Officer in Salary Scale 10 (€25,570.98 x €407.67 - €28,017 in the year 2025).

2.5 A Health and Safety Officer in Salary Scale 10 shall further progress to Salary Scale 9 (€27,145.02 x €447.33 - €29,829 in the year 2025) on completion of five (5) years service as Health and Safety Officer in Salary Scale 10.

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

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' Health and Safety Officer jinkludu li:

i. Jimplimenta u jinforza l-Liġijiet u r-Regolamenti dwar is-Saħħa u s-Sigurtà fuq il-Post tax-Xogħol li jkun fis-seħħ minn żmien għal żmien;

ii. Jiżviluppa, jimplimenta u jinforza politika u linji gwida dwar is-saħħa u s-sigurtà fid-Dipartiment tar-Restawr u l-Preservazzjoni;

iii. Jispezzjona postijiet u siti tax-xogħol, jagħti pariri fuq prekawzjonijiet ta' sigurtà u metodi tax-xogħol korretti u jinforza kwalunkwe miżura ta' prekawzjoni kif meħtieġ;

iv. Jassessja r-riskju fuq kwalunkwe xogħol li jitwettaq jew prattiki ta' xogħol segwiti mill-impjegati tad-Dipartiment tar-Restawr u l-Preservazzjoni; u jintroduċi wkoll miżuri ta' kontroll li jikkorrispondu mal-assessjar tar-riskju;

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 Health and Safety Officer include:

i. Implements and enforces the Occupational Health and Safety Legislation and Regulations in force from time to time;

ii. Develops, implements, and enforces health and safety policies and guidelines in the Restoration and Preservation Department;

iii. Inspects places and sites of work, provides guidance on any safety precautions and proper work methods and enforces any precautionary measures as necessary;

iv. Makes risk assessments and introduces corresponding control measures on any work or work practices being carried out by employees in the Restoration and Preservation Department;

v. Jipprovdi informazzjoni u taħriġ fuq kwistjonijiet ta' saħħa u sigurtà fuq il-post tax-xogħol lill-impjegati, u jikkollabora mar-rappreżentanti tal-ħaddiema u senior officers oħra fid-Dipartiment tar-Restawr u l-Preservazzjoni;

vi. Jorganizza u jipparteċipa f'inizjattivi dwar is-saħħa u s-sigurtà fuq il-post tax-xogħol li jittieħdu fid-Dipartiment;

vii. Jgħaqqad rapporti, iżomm rekords, u jipprovdi analiżi dwar affarijiet relatati mas-saħħa u s-sigurtà fuq il-post tax-xogħol;

viii. Iwettaq dmirijiet oħra relatati mas-saħħa u s-sigurtà fuq il-post tax-xogħol skont kif jiġu assenjati lilu;

ix. Jikkollabora ma' entitajiet pubbliċi oħra u terzi persuni rilevanti skont kif ikun meħtieġ sabiex id-dmirijiet assenjati lilu jitwettqu b'mod effettiv u sabiex jistabbilixxi u jsostni koperazzjoni kostruttiva f'affarijiet relatati mas-saħħa u s-sigurtà fuq il-post tax-xogħol;

x. Iżomm ruħu aġġornat ma' żviluppi u leġiżlazzjoni fil-qasam tas-saħħa u s-sigurtà fuq il-post tax-xogħol, kemm dawk nazzjonali u kif ukoll internazzjonali;

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

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

v. Provides information and training on Occupational Health and Safety issues to employees, and liaising with workers' representatives and other senior officers in the Restoration and Preservation Department;

vi. Organises and participates in any initiatives on Occupational Health and Safety issues undertaken within the Department;

vii. Compiles reports, maintains records and provides analyses on matters relating to Occupational Health and Safety;

viii. Carries out any other Occupational Health and Safety-related duties assigned to him/her;

ix. Liaises with other public entities and relevant stakeholders as may be required for effective fulfilment of assigned duties and for establishing and maintaining constructive cooperation in Occupational Health and Safety matters;

x. Keeps abreast with developments in Occupational Health and Safety matters and legislation both at a national and international level;

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. 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

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 Komunita` 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 profiċenti fil-lingwa Ingliża u kapaċi jikkomunikaw bil-lingwa Maltija.

Madankollu, il-kandidati li ma jissodisfawx l-abbiltà li jikkomunikaw bil-lingwa Maltija u ma jkollhomx mill-inqas MQF ta' Livell 1 fil-lingwa Maltija, iridu jattendu u jgħaddu b'suċċess fl-assessjar mil-kors 'Maltese Language 1' offrut mill-Istitut għas-Servizzi Pubbliċi. L-attendenza għal dan il-kors flimkien mal-kisba tal-Livell 1 tal-MQF, għandhom jitlestew fi żmien tnax-il (12) xahar mill-ingaġġ. Jekk il-persuna tonqos milli tippreżenta evidenza li attendiet u għaddiet il-kors b'suċċess sal-aħħar tat-tnax-il (12) xahar mill-ingaġġ, awtomatikament tintilef il-kariga msemmija hawn fuq.

U

iii. ikollhom kwalifika rikonnoxuta fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET jew ekwivalenti*) fil-Health and Safety.

*Kwalifika rikonnoxuta komparabbli ma' 60 krettu ECTS/ECVET, hekk kif applikabbli hija aċċettata biss

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 English language and be able to communicate in the Maltese language.

However, candidates who do not satisfy the ability to communicate in the Maltese language and do not possess at least an MQF Level 1 in the Maltese language, must attend and be successful in the assessment of the 'Maltese language 1' course offered by the Institute for the Public Services. Attendance to such course together with the attainment of MQF Level 1, are to be completed within twelve (12) months of engagement. Failure to present evidence of attendance and successful pass by the end of twelve (12) months from engagement; will result in automatic termination of the post in caption.

AND

iii. in possession of a recognised qualification at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits or equivalent*) in Health and Safety.

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

suġġett għaldikjarazzjoni 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 fi żmien sena mid-data tal-ħatra tagħhom. 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

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 within one year of their appointment date. 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

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

5.2. 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-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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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.

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(a) 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 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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, l-Arti u l-Gvern Lokali, 41, Palazzo Lucia, Triq il-Merkanti, Il-Belt 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).

L-24 ta' Jannar, 2025

MINISTERU GĦALL-FINANZI

Post ta' Senior Accountant 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' Senior Accountant fil-Quality Assurance Unit fi ħdan il-Ministeru għall-Finanzi.

Termini u Kundizzjonijiet

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

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).

24th January, 2025

MINISTRY FOR FINANCE

Post of Senior Accountant 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 Senior Accountant in the Quality Assurance Unit within the Ministry for Finance.

Terms and Conditions

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

2.2 Is-salarju ta' Senior Accountant huwa ta' Skala ta' Salarju 5, li fis-sena 2025 huwa ta' €34,185.98 fis-sena, li jiżdied b'€640.67 fis-sena sa massimu ta' €38,030.

2.3 Il-kandidati magħżula jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-Amministrazzjoni Ċentrali li jkunu fis-seħħ minn żmien għal żmien.

a. Il-persuni maħtura jkunu intitolati għal benefiċċji oħra u suġġetti għall-kundizzjonijiet u l-obbligi skont kif determinat mill-amministrazzjoni ċentrali minn żmien għal żmien. Allowances ta' ċertifikazzjoni b'rabta mal-kisba ta' kwalifika u/jew warrant pertinenti, kif ukoll allowance b'rabta ma' Żvilupp Professjonali Kontinwu, huma inklużi fil-pakkett tas-salarju.

2.4 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.

2.5 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 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 hija fi skala ta' salaraju 5 jew ogħla.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Senior Accountant huma li:

i. Imexxi, iwettaq u jassisti fir-revizjonijiet tal-assigurazzjoni tal-kwalità u dwar ir-revizjonijiet tar-rapportar korporattiv dwar is-sostenibbiltà tad-ditti tal-awditjar u tal-prattikanti uniċi;

2.2 The salary for the post of Senior Accountant is Salary Scale 5, which in the year 2025 is equivalent to, €34,185.98 per annum, rising by annual increments of €640.67 up to a maximum of €38,030.

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

a. Appointees will also be entitled to such other benefits and such other conditions and obligations as determined by Central Administration from time to time. Certification allowances in respect of attainment of pertinent qualification and/or warrant, and a Continuous Professional Development allowance are included in the salary package.

2.4 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.

2.5 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 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 is in salary scales 5 or higher.

Duties

3. The job duties for the post of Senior Accountant are:

i. Leads, carries out and assists on quality assurance reviews and on corporate sustainability reporting reviews of audit firms and sole practitioners;

ii. Jabbozza u jiffinalizza r-rapporti ta' revizjonijiet tal-assigurazzjoni tal-kwalità u r-rapporti ta' revizjonijiet tar-rapportar korporattiv dwar is-sostenibbiltà u jħejji dokumentazzjoni ta' sostenn;

iii. Jikkordina x-xogħol u jimmaniġġja l-flussi tax-xogħol skont il-pjanijiet stabbiliti mill-Kap;

iv. Jipprovdi taħriġ kontinwu lil aktar ħaddiema subaltern;

v. Jħejji l-pjanijiet għar-rapporti ta' revizjonijiet tal-assigurazzjoni tal-kwalità u għar-rapporti ta' revizjonijiet korporattiv tas-sostenibbiltà;

vi. Jirriċerka kwistjonijiet tekniċi u jwieġeb għal mistoqsijiet tekniċi kif meħtieġ;

vii. Jassisti fl-amministrazzjoni tas-sit web tal-Accountancy Board;

viii. Jassisti lill-Bord fit-twettiq tal-kompiti tiegħu f'diversi Kumitati tal-Accountancy Board;

ix. Iħejji rapporti dwar kwistjonijiet amministrattivi għal skopijiet interni;

x. Imexxi, iwettaq u jassisti f'kompiti amministrattivi kif meħtieġ kemm fl-Unità tal-Assigurazzjoni tal-Kwalità kif ukoll għall-Accountancy Board;

xi. Jipparteċipa f'fora tekniċi kemm f'Malta kif ukoll barra mill-pajjiż;

xii. Iwettaq taħriġ li jindirizza suġġetti relatati mal-professjoni tal-Accounting u tal-awditjar kif ukoll dwar standards korporattivi tar-rapportar dwar is-sostenibbiltà;

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

ii. Drafts and finalises quality assurance review reports and corporate sustainability reporting review reports and prepares supporting documentation;

iii. Co-ordinates work and manages workflows in accordance with plans established by the Head;

iv. Provides on-going training to more junior staff;

v. Prepares plans for quality assurance review reports and for corporate sustainability review reports;

vi. Researches technical matters and replies to technical queries as necessary;

vii. Assists in the administration of the Accountancy Board website;

viii. Assists the Board in carry out its tasks in various Accountancy Board Committees;

ix. Prepares reports on administrative matters for internal purposes;

x. Leads, carries out and assists in administrative tasks as needed both within the Quality Assurance Unit and for the Accountancy Board;

xi. Participates in technical fora both in Malta and abroad;

xii. Carries out training addressing topics related to the accounting and audit profession as well on corporate sustainability reporting standards;

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqlieq 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 above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

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

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunita` 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-Malti u bl-Ingliż;

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

iii. (a) ikollhom kwalifika ta' Master's rikonoxxuta fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) fl-Accountancy jew ikollhom kwalifika rikonoxxuta professjonali komparabbli fil-Livell 7 tal-MQF fl-Accountancy;

iii. (a) in possession of a recognised Master's qualification at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits of equivalent*) in Accountancy or a recognised comparable professional qualification at MQF Level 7 in Accountancy;

*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

*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-

qabel l-2009) b'inqas minn 60 krettu ECTS/ECVET hija aċċettabbli sakemm ikun ivverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET. Baċċelarat fl-Accountancy ekwivalenti għal MQF Livell 7 se jkun ikkunsidrat ukoll.

U

(b) warrant ta' Practicing Certificate in Auditing maħruġ mill-Accountancy Board ta' Malta jew konferma bilmiktub maħruġa mill-istess Board li jissodisfaw ir-rekwiżiti statutorji rilevanti biex jipposedu dan il-warrant sal-għeluq ta' din is-sejħa.

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 iii (a) 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 fi żmien sena mid-data tal-ħatra tagħhom. 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 awtorita' 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.

2009) with less than 60 ECTS/ECVET credits is acceptable provided that it is verified by the MQRIC that the workload is comparable to at least 60 ECTS/ECVET credits. A Bachelor's degree in Accountancy, equivalent to MQF Level 7 will also be considered.

AND

(b) a warrant of Practicing Certificate in Auditing issued by the Accountancy Board of Malta or a written confirmation issued by the said Board that they satisfy the relative statutory requirements for the possession of such a warrant by the closing day of this call.

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 iii (a) 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 within one year of their appointment date. 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.

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.

Kwalunkwe rekwiżit ieħor ta' eliġibbiltà għall-post 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-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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni. Aktar dettalji dwar is-sottomissjoni tal-applikazzjonijiet jinsabu fid-dispożizzjonijiet ġenerali msemmija hawn isfel.

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 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 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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) 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).

L-24 ta' Jannar, 2024

MINISTERU GĦALL-FINANZI

Post ta' Accountant I 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' Accountant I fil-Quality Assurance Unit fi ħdan il-Ministeru għall-Finanzi.

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 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).

24th January, 2025

MINISTRY FOR FINANCE

Post of Accountant I 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 Accountant I in the Quality Assurance Unit within the Ministry for Finance.

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Accountant I huwa ta' Skala ta' Salarju 7, li fis-sena 2025 huwa ta' €30,506.98 fis-sena, li jiżdied b'€531.17 fis-sena sa massimu ta' €33,694.

2.3 Il-kandidati magħżula jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti u suġġett għall-politiki tal-Amministrazzjoni Ċentrali li jkunu fis-seħħ minn żmien għal żmien.

a. Il-persuni maħtura jkunu intitolati għal benefiċċji oħra u suġġetti għall-kundizzjonijiet u l-obbligi skont kif determinat mill-amministrazzjoni ċentrali minn żmien għal żmien. Allowances ta' ċertifikazzjoni b'rabta mal-kisba ta' kwalifika u/jew warrant pertinenti, kif ukoll allowance b'rabta ma Żvilupp Professjonali Kontinwu, huma inklużi fil-pakkett tas-salarju.

2.4 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.

2.5 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 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).

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 Accountant I is Salary Scale 7, which in the year 2025 is equivalent to €30,506.98 per annum, rising by annual increments of €531.17 up to a maximum of €33,694.

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

a. Appointees will also be entitled to such other benefits and such other conditions and obligations as determined by Central Administration from time to time. Certification allowances in respect of attainment of pertinent qualification and/or warrant, and a Continuous Professional Development allowance are included in the salary package.

2.4 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.

2.5 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 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. Id-dmirijiet għal dan il-post ta' Accountant I huma li:

i. Jassisti lill-Accountancy Board, lill-Kumitat tal-Investigazzjonijiet u lill-Kumitat Dixxiplinari fit-twettiq tad-dmirijiet tagħom;

ii. Iħejji rapporti u jwettaq valutazzjonijiet kif meħtieġ għall-Accountancy Board, il-Kumitat tal-Investigazzjonijiet u l-Kumitat Dixxiplinari;

iii. Jindirizza korrispondenza riċevuta minn korpi regolatorji inkluża l-FIAU, l-MFSA, l-MIA, l-MBR u l-MTCA fost oħrajn u fejn meħtieġ jinvestiga l-kwistjonijiet imqajma;

iv. Jikkontribwixxi għar-riċerka teknika;

v. Jassisti fl-amministrazzjoni tas-sit web tal-Accountancy Board;

vi. Jikkollabora mal-Unità tal-Assigurazzjoni tal-Kwalità u jassisti lill-Unità tal-Assigurazzjoni tal-Kwalità meta jkun meħtieġ;

vii. Jikkollabora mal-Korp Professjonali meta jkun meħtieġ;

viii. Jimmonitorja s-sottomissjonijiet annwali, is-sottomissjonijiet annwali ta' reġistrazzjoni, is-sottomissjonijiet regolatorji dwar l-assigurazzjoni tal-kwalità kif ukoll is-sottomissjonijiet tas-CPE eċċ. u jsegwi dawk li humainadempjenti;

ix. Jipparteċipa fi fora tekniċi u ta' infurzar kemm f'Malta kif ukoll barra mill-pajjiż;

x. Jsegei taħriġ li jindirizza suġġetti relatati mal-professjoni tal-accounting u tal-awditjar;

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

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

Duties

3. The job duties for the post of Accountant I are:

i. Assists the Accountancy Board, Investigations Committee and Disciplinary Committee in carrying out of its duties;

ii. Prepares reports and carries out assessments as needed for the Accountancy Board, Investigations Committee and Disciplinary Committee;

iii. Addresses correspondence received from regulatory bodies including the FIAU MFSA, MIA, MBR, and MTCA amongst others and where necessary investigates matters raised;

iv. Contributes to technical research;

v. Assists in the administration of the Accountancy Board website;

vi. Liaises with the Quality Assurance Unit and assists the Quality Assurance Unit when needed;

vii. Liaises with the Professional Body when needed;

viii. Monitors annual return submissions, annual registration submissions, quality assurance regulatory submissions as well as CPE submissions etc and follow-up with defaulters;

ix. Participates in technical and enforcement fora both in Malta and abroad;

x. Carries out training addressing topics related to the accounting and audit profession;

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqlieq 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 Komunita` 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. (a) ikollhom kwalifika ta' Master's rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) f'Accountancy jew kwalifika rikonoxxuta professjonali komparabbli fil-Livell 7 tal-MQF fl-Accountancy.

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

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

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

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

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

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

AND

iii. (a) in possession of a recognised Master's qualification at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent*) in Accountancy or a recognised comparable professional qualification at MQF level 7 in Accountancy.

*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 ikun ivverifikat mill-MQRIC li l-ammont ta' xogħol huwa komparabbli ma' mill-inqas 60 krettu ECTS/ECVET. Baċċelarat fl-Accountancy ekwivalenti għal MQF Livell 7 se jkun ikkunsidrat ukoll.

JEW

(b) ikollhom kwalifika ta' Baċellerat rikonoxxuta fil-Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET, jew ekwivalenti*) f'Accountancy jew kwalifika rikonoxxuta professjonali komparabbli fil-Livell 6 tal-MQF fl-Accountancy.

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

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

4.2 (i) Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 iii (a) jew (b) 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 fi żmien sena mid-data tal-ħatra tagħhom. 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 awtorita' pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar l'isfel).

*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 the MQRIC that the workload is comparable to at least 60 ECTS/ECVET credits. A Bachelor's degree in Accountancy, equivalent to MQF Level 7 will also be considered.

OR

(b) in possession of a recognised Bachelor's qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in Accountancy or a recognised comparable professional qualification at MQF level 6 in Accountancy.

*A recognised qualification comparable to 180 ECTS/ECVET credits, 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 iii (a) or (b) 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 within one year of their appointment date. 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. 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.

Kwalunkwe rekwiżit ieħor ta' eliġibbiltà għall-post 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-Direttorat tas-Servizzi Korporattivi, Ministeru

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 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 Corporate Services Directorate, Ministry for Finance,

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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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 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).

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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 (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).

UFFIĊĊJU TAL-PRIM MINISTRU

Post ta' Assistant Manager fid-Dipartiment tal-Awditjar Intern u Investigazzjonijiet, fl-Uffiċċju tal-Kabinett, fi ħdan l-Uffiċċju tal-Prim Ministru

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

1. Id-Direttur (Finanzi u Amministrazzjoni), Uffiċċju tal-Prim Ministru, tilqa' applikazzjonijiet għall-post ta' Assistant Manager fid-Dipartiment tal-Awditjar Intern u Investigazzjonijiet, fl-Uffiċċju tal-Kabinett, fi ħdan l-Uffiċċju tal-Prim Ministru.

Termini u Kundizzjonijiet

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

2.2 Waqt il-perjodu ta' probation/prova, dawk appuntati iridu jkunu temmew b'suċċess kors t' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju ta' Assistant Manager li jidħol fil-grad bir-rekwiżiti tal-eliġibbiltà ta' paragrafu 4.1 (iii) (a) jew (iii) (c) huwa ta' Skala ta' Salarju 12, li fis-sena 2025 huwa ta' €22,526.00 fis-sena, li jiżdied b'€354.00 fis-sena sa massimu ta' €24,650.00.

2.4 Persuna fil-grad ta' Assistant Manager fi Skala ta' Salarju 12 titla għal Skala 11, li fis-sena 2025 hija ekwivalenti għal €24,038.98 fis-sena, li tiżdied b'żidiet annwali ta' €375.17 sa massimu ta' €26,290.00, mal-kisba ta' Diploma fil-Livell 5 tal-MQF kif imsemmija fil-paragrafu 4.1(iii) (b).

2.5 Persuna fil-grad ta' Assistant Manager li tissodisfa l-klawsola 4.1 (iii) (b) titpoġġa fi Skala ta' Salarju 11, u titla fi Skala 10 (€25,570.98 x €407.67 - €28,017.00) fis-sena 2025 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 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.

OFFICE OF THE PRIME MINISTER

Post of Assistant Manager in the Internal Audit and Investigations Department, within the Cabinet Office, in the Office of the Prime Minister

Nomenclatures denoting the male gender include also the female gender.

1. The Director (Finance and Administration), Office of the Prime Minister, invites applications for the post of Assistant Manager in the Internal Audit and Investigations Department, within the Cabinet Office, in the Office of the Prime Minister.

Terms and Conditions

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

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

2.3 The salary for the post of Assistant Manager 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 2025 is equivalent to, €22,526.00 per annum, rising by annual increments of €354.00 up to a maximum of €24,650.00.

2.4 An Assistant Manager in Salary Scale 12 will progress to Scale 11, which in the year 2025 is equivalent to €24,038.98 per annum, rising by annual increments of €375.17 up to a maximum of €26,290.00, on attainment of the MQF Level 5 Diploma referred to in paragraph 4.1 (iii) (b).

2.5 An Assistant Manager who satisfies the eligibility provision of paragraph 4.1 (iii) (b) will be placed in Salary Scale 11, and will progress to Scale 10 (€25,570.98 x €407.67 - €28,017.00) in the year 2025 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 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 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 jaċettaw 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 huma li:

i. Jimmaniġġja l-komunikazzjonijiet tal-maniġment superjuri, inklużi imejls, ittri, u telefonati. Jilqà lill-viżitaturi, iwieġeb it-telefonati, u jimmaniġġja l-mistoqsijiet, jipprijoritizza imejls, telefonati u forma oħra ta' komunikazzjoni;

ii. Jieħu ħsieb l-organizzazzjoni u ż-żamma tal-iskedi, l-arranġament tal-appuntamenti, u l-kordinazzjoni tal-laqgħat. Jattendi l-laqgħat tal-maniġment superjuri biex jieħu l-minuti jekk meħtieġ;

iii. Iżomm u jorganizza fajls, rekords, u dokumenti;

iv. Jabbozza, iwettaq qari ta' provi, u jirranġa ta' dokumenti, rapporti u preżentazzjonijiet u jimmaniġġja dokumenti u rapporti;

v. Jorganizza itinerarji tal-ivvjaġġar barra minn Malta, prenotazzjonijiet, u akkomodazzjonijiet;

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).

Duties

3. The job duties for the post of Assistant Manager are:

i. Handles senior management's incoming and outgoing communications, including emails, letters, and phone calls. Greets visitors, answers phone calls, and handles inquiries, prioritizing emails, phone calls and other forms of communication;

ii. Organizes and maintains schedules, arranges appointments, and coordinates meetings. Attends senior management's meetings to take minutes if necessary;

iii. Maintains and organizes files, records, and documents;

iv. Drafts, performs proofreading, and formats documents, reports, and presentations. Manages documents and reports;

v. Organizes travel itineraries, bookings, and accommodations;

vi. Iżomm l-iskeda tal-maniġment superjuri, inklużi appuntamenti, laqgħat, u arranġamenti tal-ivvjaġġar lokali;

vii. Jikkordina u jorganizza avvenimenti, konferenzi, u funzjonijiet soċjali;

viii. Jaġixxi bħala punt ta' kuntatt bejn il-maniġment superjuri u l-partijiet interessati esterni;

ix. Iżomm informazzjoni sensittiva b'diskrezzjoni u jżomm il-kunfidenzjalità;

x. Jiżgura l-aħjar użu tar-riżorsi tal-uffiċċju u ż-żamma tal-proċessi tal-akkwist u l-iżgurar tal-konformità mal-istandards legali, regolatorji u organizzattivi;

xi. Jiżviluppa u jinforza politiki u proċeduri amministrattivi. Jissorvelja l-persunal amministrattiv u jipprovdi taħriġ u appoġġ;

xii. Iwettaq kwalunkwe xogħol ieħor kif imqabbad mid-Direttur Ġenerali, Awditjar Intern u Investigazzjonijiet;

xiii. Iwettaq kwalunkwe xogħol ieħor kif imqabbad mis-Segretarju tal-Kabinett; u

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

vi. Manages the senior management's schedule, including appointments, meetings, and travel arrangements;

vii. Coordinates and organizes events, conferences, and social functions;

viii. Acts as a point of contact between senior management and external stakeholders;

ix. Manages sensitive information with discretion and maintains confidentiality;

x. Ensures optimal use of office resources and manages procurement processes and ensures compliance with legal, regulatory, and organizational standards;

xi. Develops and enforces administrative policies and procedures. Supervises administrative staff and provides training and support;

xii. Carries out any other work as directed by the Director General, Internal Audit and Investigations;

xiii. Carries out any other work as directed by the Secretary to Cabinet; and

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

Eligibility Requirements

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

i. a. citizens of Malta; **or**

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

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

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

e. 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 Komunita` Malta u tat-Taqsima tal-Espatrijati fi ħdan Identità Malta skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within 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 u dik Ingliża;

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

U

AND

iii. a. fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġetta għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) fl-Administration u/jew Maniġment jew f'oqsma rilevanti kif determinat mill-Maniġment.

iii. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Administration and/or Management or in relevant areas as determined by Management.

JEW

OR

b. fil-pussess ta' Diploma rikonoxxuta komparabbli fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fl-Administration u/jew Maniġment jew f'oqsma rilevanti kif determinat mill-Maniġment.

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, or equivalent*) in Administration and/or Management or in relevant areas as determined by Management.

JEW

OR

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 u Ingliż) jew kwalifika komparabbli pertinenti rikonoxxuta.

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 and Maltese) or a recognised pertinent comparable qualification.

JEW

OR

(ii) fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat (li jrid jinkludi wieħed (1) minn dawn is-suġġetti: Malti jew Ingliż).

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

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

Kandidati magħżula li huma fil-pussess ta' kwalifika rikonnoxxta fil-Livell 4 tal-MQF (kwalifika jew żewġ suġġetti fil-Livell Avvanzat flimkien ma' tliet suġġetti fil-livell Intermedjajru tal-Matrikola jew fil-pussess ta' tliet (3) suġġetti fil-livell Avvanzat, jew kwalifika rikonoxxuta komparabbli), fl-oqsma indikati fil-paragrafu 4.1 (iii) (a) jew (c) jidħlu bħala Assistant Manager (Skala ta' Salarju 12). Mal-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 awtorita' 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

(ii) In possession of three (3) subjects at Advanced Level (which must include one (1) of the following subjects: English or Maltese).

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

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

Successful candidates who are in possession of a recognised MQF Level 4, (qualification or two subjects at Advanced level and three subjects at Intermediate Matriculation level, or in possession of three (3) subjects at Advanced level, or a recognised comparable qualification) in the areas highlighted in 4.1 (iii) (a) or (c), shall enter as Assistant Manager (Salary Scale 12). On attainment of a relevant MQF Level 5 in related areas such officers shall progress to Assistant Manager (Salary Scale 11). All other progressions shall be in accordance with the provisions stipulated in the document entitled 'Working Conditions for Officers within the Managerial Stream for Qualified Personnel'.

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

(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

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 fi żmien sena mid-data tal-ħatra tagħhom. 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 tas-Sezzjoni tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, 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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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.

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 within one year of their appointment date. 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 Section, Finance and Administration Directorate, Office of the Prime Minister, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 mis-Sezzjoni tal-People Management, Direttorat Finanzi u Amministrationi, Uffiċċju tal-Prim Ministru. Berġa ta' Kastilja, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (http://www.opm.gov.mt) u (human-resources.opm@gov.mt).

L-24 ta' Jannar, 2025

UFFIĊĊJU TAL-PRIM MINISTRU

Post ta' Manager I fid-Document Management Unit fi ħdan l-Uffiċċju tal-Prim Ministru

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

1. Id-Direttur (Finanzi u Amministrazzjoni), Uffiċċju tal-Prim Ministru, tilqa' applikazzjonijiet għall-post ta' Manager I fid-Document Management Unit fid-Diviżjoni tal-Kordinazzjoni u l-Implimentazzjoni fi ħdan l-Uffiċċju tal-Prim Ministru.

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 the People Management Section, Finance and Administration Directorate, Office of the Prime Minister. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Directorate are (http://www.opm.gov.mt) and (human-resources.opm@gov.mt).

24th January, 2025

OFFICE OF THE PRIME MINISTER

Post of Manager I in the Document Management Unit within the Office of the Prime Minister

Nomenclatures denoting the male gender include also the female gender.

1. The Director (Finance and Administration), Office of the Prime Minister, invites applications for the post of Manager I in the Document Management Unit in the Coordination and Implementation Division within the Office of the Prime Minister.

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-2025 huwa ta' €25,570.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €28,017.00.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7(€30,506.98 x €531.17 - €33,694.00 fl-2025) 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 (€27,145.02 x €447.33 - €29,829.00 fl-2025) u tavvanza għal Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713.00 fl-2025) 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 (€30,506.98 x €531.17 - €33,694.00 fl-2025) 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, marbut ma' xogħol sodisfaċenti, u ħlas ta› allowance tal-klassi annwali ta €750, 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-

2.3 The salary for the post of Manager I is Salary Scale 10, which in year 2025 is €25,570.98 per annum, rising by annual increments of €407.67 up to a maximum of €28,017.00.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7 (€30,506.98 x €531.17 - €33,694.00 in 2025) 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 (€27,145.02 x €447.33 - €29,829.00 in 2025) and will progress to Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025) 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 (€30,506.98 x €531.17 - €33,694.00 in 2025) after two (2) years of satisfactory service Manager I (Salary Scale 8).

2.7 The appointees shall also be entitled to an annual performance bonus of up to 10% of the basic salary, subject to satisfactory performance, and a payment of an annual class allowance of €750, 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

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 huma li:

i. Jissorvelja fl-operat ta' kuljum, biex tiġi żgurata l-effiċjenza u l-konformità fi ħdan it-Taqsima, taħt ir-responsabbiltà tal-Manager tal-Implimentazzjoni u l-Kap tat-Taqsima tal-Ġestjoni tad-Dokumenti (DMU). Il-kompiti prinċipali se jkunu l-ippjanar, tfassil, żvilupp, u tmexxija tal-implimentazzjoni tal-Corporate Electronic Document Management System (CeDMS);

ii. Jagħti sostenn fil-monitoraġġ ta' funzjonijiet delegati lilu/lilha tal-politiki, programmi u prattiċi biex tiġi żgurata l-konformità mal-politiki ċentrali fis-Servizz Pubbliku kollu;

iii. Jassisti fl-implimentazzjoni u l-immaniġġjar tas-Sistema CeDMS ġewwa s-siti magħżula;

iv. Jassisti fl-iżvilupp tal-pjanijiet marbuta mal-iskeda tax-xogħlijiet, issettjar tax-xogħol li jkun irid isir kif ukoll data sa meta irid ikun lest;

v. Jagħti sostenn meħtieġ għal xi mistoqsijiet jew problemi lil dawk il-ħaddiema li jkunu qed jimplimentaw is-sistema tas-CeDMS, bħala parti mill-ġestjoni tal-Call Centre tat-Taqsima tal-Ġestjoni tad-Dokumenti;

vi. Jara li kull xogħol sar fil-ħin u b'mod effiċjenti;

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 are:

i. Oversees the day-to-day operation, ensuring efficiency and compliance within the Unit, under the responsibility of the Implementation Manager and the Head, Document Management Unit (DMU). The main tasks will be to plan, formulate, develop, and drive the implementation of the Corporate Electronic Document Management System (CeDMS);

ii. Supports in the monitoring of the delegated functions of policies, programmes and practices to ensure compliance with central policies across the Public Service;

iii. Assists in the overall management and implementation of the CeDMS and work plan schedule within the designated sites;

iv. Develops and assists in the definition of work plans, including the setting of tasks and their execution as well as ensuring that deadlines are met;

v. Provides support for any questions or issues raised by personnel at the implementation sites as part of the Document Management Unit (DMU) Call Centre function;

vi. Ensure the tasks assigned are accomplished in a timely and efficient manner;

vii. Jattendi laqgħat u jagħmel aġġornamenti mal-partijiet konċernati, ifassal rapporti u minuti tal-laqgħat, u jsegwi azzjonijiet tas-segwitu li jkun ħarġu mil-laqgħat;

viii. Jassisti fil-ġbir tal-informazzjoni u jipprovdi rakkomandazzjonijiet;

ix. Jikkollabora mill-qrib mal-persuni ewlenin involuti fl-implimentazzjoni tas-CeDMS, bħall-Kap tar-Reġistru fi ħdan il-Ministeru, Uffiċjali Kapijiet tal-Informazzjoni u persunal rilevanti ieħor;

x. Jattendi għat-taħriġ meħtieġ kif ikun mitlub jew skont il-ħtieġa sabiex jiġi implimentat il-pjan ta' ħidma u sistema tas-CeDMS. Kif ukoll jagħti t-taħriġ meħtieġ;

xi. Jifhem ir-rekwiżiti tan-negozju tal-utenti u jimplimentahom kif meħtieġ fis-CeDMS, jew permezz tal-ħolqien ta' 'workflows', formoli, jew b'kull mezz ieħor meħtieġ;

xii. Jidentifika u jsolvi kwistjonijiet tekniċi relatati mas-CeDMS, billi tinżamm komunikazzjoni mal-partijiet interessati rilevanti jekk ikun meħtieġ, u jaġġorna d-dokumentazzjoni neċessarja;

xiii. Isegwi u jimplimenta Proċeduri ta' Operat Standard (SOPs), direttivi, aġġornamenti fuq is-CeDMS, kif ukoll jiġġenera u janalizza rapporti dwar l-użu tas-sistema, il-fluss tad-dokumenti, u deċiżjonijiet oħra. Joħloq u jżomm rapporti dettaljati dwar il-konfigurazzjonijiet tas-sistema, il-proċessi, u l-proċeduri;

xiv. Iwettaq dmirijiet oħra kif ordnat mill-Kap tat-Taqsima tal-Ġestjoni tad-Dokumenti u/jew ir-rappreżentanti tiegħu; u

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

vii. Attend meetings and briefings with stakeholders, draws up meeting reports and minutes, and pursues any follow-up actions derived from the meetings as requested;

viii. Assists in the collection of data and research to provide appropriate recommendations;

ix. Work closely with key personnel involved in the implementation of the CeDMS, such as the Head of Registry within the Ministry, Chief Information Officers, and other relevant personnel;

x. Undertakes all necessary training as requested/required for the successful implementation of the assigned tasks and CeDMS system. Conducts training for users as necessary;

xi. Understands the business requirements of the users and implements them as necessary in the CeDMS either by the creation of workflows, forms, or any means necessary;

xii. Diagnoses and resolve technical issues related to the CeDMS, liaising with the relevant stakeholders if necessary and updating the necessary documentation;

xiii. Follow and implement Standard Operating Procedures (SOPs), directives, updates on the CeDMS, as well as generate and analyse reports on the system usage, document workflows, and other decisions. Create and maintain detailed reports on system configurations, processes, and procedures;

xiv. Performs other duties as directed by the Head – Document Management and/or his representatives; and

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

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

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

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

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunita` 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 degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET, jew ekwivalenti*) fil-Project Management jew Management jew Public Policy jew Public Administration jew Public Management jew Business u Information Technology jew Computing jew Strategy, Leadership u Change Management jew Industrial Relations u Workplace Learning jew Lean Enterprise jew Business Enterprise jew f'oqsma rilevanti kif determinat mill-Maniġment.

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 Project Management or Management or Public Policy or Public Administration or Public Management or Business and Information Technology or Computing or Strategy, Leadership and Change Management or Industrial Relations and Workplace Learning or Lean Enterprise or Business Enterprise or in relevant areas as determined by Management.

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

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

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is

ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita, iżda jistgħu japplikaw għal grad/pożizzjoni inqas anke jekk mhux ikkonfermati u irrispettivament jekk hux fl-istess linja ta' karriera jew le. Riverżjoni għal ħatra preċedenti mhux ikkonfermata mhijiex possibbli.

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

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorita' 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 fi żmien sena mid-data tal-ħatra tagħhom. 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 adattat għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

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 above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(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 paragraph 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 within one year of their appointment date. 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 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 tas-Sezzjoni tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, 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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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 tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, Berġa ta' Kastilja, Il-Belt

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 Section, Finance and Administration Directorate, Office of the Prime Minister, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 Section, Finance and Administration Directorate, Office of the Prime Minister, Auberge de

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

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (http://www.opm.gov.mt) u human-resources.opm@gov.mt).

L-24 ta' Jannar, 2025

UFFIĊĊJU TAL-PRIM MINISTRU

Post ta' Manager I fid-Data Governance Unit fi ħdan l-Uffiċċju tal-Prim Ministru

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

1. Id-Direttur (Finanzi u Amministrazzjoni), Uffiċċju tal-Prim Ministru, tilqa' applikazzjonijiet għall-post ta' Manager I fid-Data Governance Unit fi ħdan l-Uffiċċju tal-Prim Ministru.

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-2025 huwa ta' €25,570.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €28,017.00.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7(€30,506.98 x €531.17 - €33,694.00 fl-2025) 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 (€27,145.02 x €447.33 - €29,829.00 fl-2025) u tavvanza għal Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713.00 fl-2025) 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'

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

The website address and email address of the receiving Directorate are (http://www.opm.gov.mt) and human-resources.opm@gov.mt).

24th January, 2025

OFFICE OF THE PRIME MINISTER

Post of Manager I in the Data Governance Unit within the Office of the Prime Minister

Nomenclatures denoting the male gender include also the female gender.

1. The Director (Finance and Administration), Office of the Prime Minister, invites applications for the post of Manager I in the Data Governance Unit within the Office of the Prime Minister.

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 2025 is €25,570.98 per annum, rising by annual increments of €407.67 up to a maximum of €28,017.00.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7 (€30,506.98 x €531.17 - €33,694.00 in 2025) 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 (€27,145.02 x €447.33 - €29,829.00 in 2025) and will progress to Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025) 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

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 (€30,506.98 x €531.17 - €33,694.00 fl-2025) 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, marbut ma' xogħol sodisfaċenti, u ħlas ta› allowance tal-klassi annwali ta €750, 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 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).

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 (€30,506.98 x €531.17 - €33,694.00 in 2025) after two (2) years of satisfactory service Manager I (Salary Scale 8).

2.7 The appointees shall also be entitled to an annual performance bonus of up to 10% of the basic salary, subject to satisfactory performance, and a payment of an annual class allowance of €750, 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' 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. Id-dmirijiet għal dan il-post ta' Manager I huma li:

i. Jikkordina u jappoġġja l-operazzjonijiet ta' kuljum b'mod effiċjenti u effettiv;

ii. Jikkollabora u jipparteċipa mat-timijiet interni u jżomm kuntatt mal-Maniġment superjuri;

iii. Jikkontribwixxi lejn il-kisbiet tal-għanijiet dwar Governanza tad-Data;

iv. Iwettaq dmirijiet relatati ma' proġetti speċifiċi li jaqgħu taħt il-mandat tad-Data Governance Unit u l-Kunsill;

v. Imexxi u jikkontribwixxi b'mod attiv għall-inizjattivi u r-rekwiżiti biex jitwettqu l-għanijiet fil-ħin;

vi. Jimmonitorja l-pjanijiet tax-xogħol, inkluż l-progress u l-iskadenzi tal-proġetti għall-istandards ta' kwalità meħtieġa;

vii. Jipprovdi pariri u rakkomandazzjonijiet dwar kwistjonijiet relatati mal-Governanza tad-Data għat-titjib tal-proċessi tax-xogħol;

viii. Jiffaċilita l-implimentazzjoni tal-istrateġiji dwar data u dawk relatati;

ix. Iwettaq dmirijiet ta' segretarjat tal-bordijiet jew tal-Kunsill u dmirijiet ta' teħid ta' minuti kif meħtieġ;

x. Jikkomunika ma' entitajiet oħra biex jiżgura kordinazzjoni bla xkiel tal-attivitajiet u l-prijoritajiet;

xi. Isegwi d-deċiżjonijiet meħuda mill-Maniġment superjuri biex jiżgura l-implimentazzjoni u jindirizza d-diffikultajiet li ltaqgħu magħhom;

xii. Jiżgura li d-data tkun maħżuna b'mod korrett, aġġornata, u tal-kwalità li hi rikjesta;

xiii. Jirrappreżenta lid-Data Governance Unit fil-laqgħat lokali u barra;

xiv. Iwettaq kull xogħol ieħor, li ċ-Chief Data Officer jew xi superjur ieħor jista' jiddelega lilu/lilha, kif ikun meħtieġ; u

xv. Kwalunkwe dmirijiet oħra 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:

Duties

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

i. Coordinates and supports the day-to-day operations in an efficient and effective manner;

ii. Collaborates and participates with the internal teams and keeps in contact with Senior Management;

iii. Contributes towards Data Governance's goals achievements;

iv. Performs duties related to specific projects falling under the remit of the Data Governance Unit and Council;

v. Leads and actively contributes to initiatives and requirements to successfully fulfil the tasks in a timely manner;

vi. Monitor work plans, including progress and deadlines of assigned projects and ensure maximum efficiency in the projects execution to the required quality standards;

vii. Provides advice and recommendations on matters related to Data Governance for the improvement of work processes;

viii. Facilitates the implementation of the data and related strategies;

ix. Performs minute-taking duties and act as a board/council secretary as necessary;

x. Communicates with other entities to ensure a smooth coordination of the activities and priorities;

xi. Follows the decisions taken by the Senior Management to ensure implementation and addresses encountered difficulties;

xii. Ensures that data is correctly stored, up to date, and up to quality requirements;

xiii. Represents the Data Governance Unit in meetings locally and abroad;

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

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. 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 Komunita` 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-Management jew Data jew

i. a. citizens of Malta; or

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

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

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

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

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

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within 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 Management or Data or

Information Systems 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 awtorita' 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 fi żmien sena mid-data tal-ħatra tagħhom. 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).

Information Systems or in relevant areas as determined by the Management.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to 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 above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(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 paragraph 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 within one year of their appointment date. 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 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 adattat 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-Applikazzjonijiet

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tas-Sezzjoni tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, 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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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;

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 People Management Section, Finance and Administration Directorate, Office of the Prime Minister, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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;

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 tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, Berġa ta' Kastilja, Il-Belt Valletta. Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (http://www.opm.gov.mt) u human-resources.opm@gov.mt).

L-24 ta' Jannar, 2025

UFFIĊĊJU TAL-PRIM MINISTRU

Post ta' Manager I fid-Diviżjoni Nies u Standards fi ħdan l-Uffiċċju tal-Prim Ministru

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

1. Is-Segretarju Permanenti (Nies u Standards), Uffiċċju tal-Prim Ministru, tilqa' applikazzjonijiet għall-post ta' Manager I fid-Diviżjoni Nies u Standards fi ħdan l-Uffiċċju tal-Prim Ministru.

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-2025 huwa ta' €25,570.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €28,017.00.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7(€30,506.98 x €531.17 - €33,694.00 fis-sena 2025) 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,

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 Section, Finance and Administration Directorate, Office of the Prime Minister, Auberge de Castille, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Directorate are (http://www.opm.gov.mt) and human-resources.opm@gov.mt).

24th January, 2025

OFFICE OF THE PRIME MINISTER

Post of Manager I in the People and Standards Division within the Office of the Prime Minister

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary (People and Standards), Office of the Prime Minister, invites applications for the post of Manager I in the People and Standards Division within the Office of the Prime Minister.

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 2025 is €25,570.98 per annum, rising by annual increments of €407.67 up to a maximum of €28,017.00.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7 (€30,506.98 x €531.17 - €33,694.00 in 2025) 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

jew ekwivalenti*) f'oqsma rilevanti kif determinat minn Management għandha titqiegħed fi Skala ta' Salarju 9 (€27,145.02 x €447.33 - €29,829.00 fl-2025) u tavvanza għal Skala ta' Salarju 8 (€28,792.02x €486.83 - €31,713.00 fl-2025) 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 (€30,506.98 x €531.17 - €33,694.00 fl-2025) 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, marbut ma' xogħol sodisfaċenti, u ħlas ta› allowance tal-klassi annwali ta €750, 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 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

relevant areas as determined by Management shall be placed in Salary Scale 9 (€27,145.02 x €447.33 - €29,829.00 in 2025) and will progress to Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025) 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 (€30,506.98 x €531.17 - €33,694.00 in 2025) after two (2) years of satisfactory service Manager I (Salary Scale 8).

2.7 The appointees shall also be entitled to an annual performance bonus of up to 10% of the basic salary, subject to satisfactory performance, and a payment of an annual class allowance of €750, 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' 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

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 huma li:

i. Jikkollabora mal-Ministeri u mal-istakeholders pertinenti fl-abbozz u l-implimentazzjoni ta' policies ġodda, jew emendi ta' policies eżistenti, li japplikaw għas-Servizz Pubbliku;

ii. Jiggwida lill-Ministeri u jimmaniġġja mistoqsijiet jew kwistjonijiet imressqa minn impjegati pubbliċi dwar policies ċentrali;

iii. Jiċċekkja u jipproċessa applikazzjonijiet għal-leaves speċjali;

iv. Jindirizza talbiet u każijiet, inkluż grievances, li jidħlu fil-One-Stop-Shop għall-uffiċjali pubbliċi, jirrispondi fil-ħin u jsegwi l-implimentazzjoni tar-rakkomandazzjonijiet;

v. Jikkordina u jagħmel riċerka u janalizza riżultati;

vi. Iwettaq eżerċizzji ta' konformità u jipprovdi miżuri korrettivi sabiex jiżgura l-aderenza mal-policies ċentrali;

vii. Jipprepara sessjonijiet informattivi u ta' outreach fil-Ministeri dwar is-servizzi offruti mill-One-Stop-Shop għall-uffiċjali pubbliċi u policies ċentrali kif meħtieġ;

viii. Jikkordina u jimplimenta attivitajiet, proġetti u inkarigi ad hoc rigward ir-Riżorsi Umani;

ix. Jieħu deċiżjonijiet infurmati u/jew jagħmel rakkomandazzjonijiet lis-superjuri dwar kwistjonijiet strateġiċi, ta' policy, materji proċedurali u operazzjonali u dwar l-Ippjanar tar-Riżorsi Umani;

x. Iżomm rekords aġġornati biex jiffaċilita r-referenzjar u l-koerenza fil-proċessi futuri tat-teħid ta' deċiżjonijiet;

xi. Jagħmel abbozz ta' tweġibiet fil-ħin għal rapporti, preżentazzjonijiet, speaking notes u kwalunkwe sottomissjoni oħra kif meħtieġ mid-Direttur rispettiv;

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 are:

i. Collaborates with line Ministries and other stakeholders in developing and implementing new policies or amending existing policy initiatives applicable to the Public Service;

ii. Guide-lines Ministries and handle queries or issues lodged by public employees on matters related to conditions of employment;

iii. Carries out vetting and processing of applications for special leaves;

iv. Attends to queries and cases, including grievances, received through the One-Stop-Shop for public officers, provides timely replies and follows up on the implementation of recommendations;

v. Coordinates and carries out research and analyses results;

vi. Carries out compliance exercises and provides corrective measures to ensure adherence to central policies;

vii. Prepares outreach and information sessions related to services offered by the One-Stop-Shop for public officers and central policies to line Ministries as necessary;

viii. Coordinates and implements Human Resources Management activities, projects, and ad hoc assignments;

ix. Makes informed decisions and/or recommendations to superiors on strategic, policy, procedural and operational matters and HR Planning;

x. Maintains updated records, and databases to facilitate cross-referencing and coherence in future decision-making processes;

xi. Assists in drafting timely replies to reports, presentations, speaking notes and any other submissions as required by the respective Director;

xii. Iwettaq kull ħidma jew dmirijiet oħra kif jiġi assenjat biex jissodisfa r-rekwiżiti ta' oqsma oħra, kif ordnat mis-Segretarju Permanenti, id-Direttur rispettiv jew ir-rappreżentant nominat tagħhom;

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-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 Komunita` Malta u tat-Taqsima tal-Espatrijati fi ħdan Identità skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

xii. Performs any other tasks or duties as may be assigned to meet the requirements of other areas, as directed by the Permanent Secretary, the respective Director, or their designated representative;

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

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

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Work u Human Resource Management jew Training u Development jew Public Management jew Corporate Governance u Leadership jew Leadership u Organisational Behaviour jew Management u Leadership jew Strategy jew Leadership u Change Management jew Industrial Relations u Workplace Learning jew Human Resources Management jew Public Policy jew Management jew Public Administration jew Law jew Communications jew Project Management jew Quality Management jew Research jew Public Projects jew People Management jew Accountancy jew Marketing 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 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 awtorita' pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

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 Work and Human Resources Management or Training and Development 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 Human Resources Management or Public Policy or Management or Public Administration or Law or Communications or Project Management or Quality Management or Research or Public Projects or People Management or Accountancy or Marketing or Psychology, or in a 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 above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(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) 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 fi żmien sena mid-data tal-ħatra tagħhom. 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 adattat 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 tas-Sezzjoni tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, 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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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.

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 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 within one year of their appointment date. 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 Section, Finance and Administration Directorate, Office of the Prime Minister, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 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 tal-People Management, Direttorat Finanzi u Amministrazzjoni, Uffiċċju tal-Prim Ministru, Berġa ta' Kastilja, Il-Belt Valletta. Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (http://www.opm.gov.mt) u human-resources.opm@gov.mt).

L-24 ta' Jannar, 2025

UFFIĊĊJU TAL-PRIM MINISTRU
(FONDI EWROPEJ, UGWALJANZA,
IR-RIFORMI U D-DJALOGU SOĊJALI)

Post ta' Senior Manager (Project Management) fl-Uffiċċju tal-Prim Ministru (Fondi Ewropej, Ugwaljanza, ir-Riformi u d-Djalogu Soċjali)

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

1. Is-Segretarju Permanenti, Uffiċċju tal-Prim Ministru (Fondi Ewropej, Ugwaljanza, ir-Riformi u d-Djalogu Soċjali) jilqa' applikazzjonijiet għall-post ta' Senior Manager (Project Management) fid-Direttorat tad-Drittijiet tal-Bniedem fi ħdan l-Uffiċċju tal-Prim Ministru (Fondi Ewropej, Ugwaljanza, ir-Riformi u d-Djalogu Soċjali).

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 Section, Finance and Administration Directorate, Office of the Prime Minister, Auberge de Castille, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Directorate are (http://www.opm.gov.mt) and human-resource.opm@gov.mt).

24th January, 2025

OFFICE OF THE PRIME MINISTER
(EUROPEAN FUNDS, EQUALITY, REFORMS
AND SOCIAL DIALOGUE)

Post of Senior Manager (Project Management) in the Office of the Prime Minister (European Funds, Equality, Reforms and Social Dialogue)

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Office of the Prime Minister (European Funds, Equality, Reforms and Social Dialogue) invites applications for the post of Senior Manager (Project Management) in the Human Rights Directorate within the Office of the Prime Minister (European Funds, Equality, Reforms and Social Dialogue).

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Senior Manager (Project Management) huwa ta' Skala ta' Salarju 5, li fl-2025 huwa ta' €34,185.98 fis-sena, li jiżdied b'€640.67 fis-sena sa massimu ta' €38,030.00.

2.4 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti, u ħlas ta› allowance tal-klassi annwali ta' €3,000, suġġett għall-politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.5 Mhux se jkun possibbli li jintalab transfer 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-Project Management, 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 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 (agħżel skont kif applikabbli). Il-kundizzjonijiet rilevanti elenkati fl-Att dwar l-Amministrazzjoni Pubblika u f'Direttiva 14.1 japplikaw. (Daħħal il-paragrafu jekk u kif applikabbli).

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

Terms and Conditions

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

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

2.3 The salary for the post of Senior Manager (Project Management) is Salary Scale 5, which in year 2025 is €34,185.98 per annum, rising by annual increments of €640.67 up to a maximum of €38,030.00.

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, subject to satisfactory performance and a payment of an annual class allowance of €3,000, 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 Project Management, 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 This post has been designated as a 'post 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 (insert as applicable) functions. The relevant conditions laid out in the Public Administration Act and Directive 14.1 apply. (Insert paragraph if and as applicable).

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

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.

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 (i) hija fi skala ta' salarju 5.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Senior Manager (Project Management) huma li:

i. Jikteb applikazzjonijiet għal proġetti skont dak neċessarju;

ii. Jipprovdi appoġġ u pariri lill-Uffiċjali indikati, fuq il-kwistjonijiet kollha relatati mal-proġetti assenjati;

iii. Jimmaniġġja l-proġetti (inkluż inizzjattivi) u r-riżorsi relatati (finanzjarji, umani, tanġibbli u intanġibbli) taħt id-direzzjoni tas-superjuri bl-għan li jitwettqu proġetti skont il-parametri tal-baġit, żmien u tal-kwalità;

iv. Jimmaniġġja b'mod effettiv l-informazzjoni kollha dwar l-implimentazzjoni tal-programmi u l-proġetti assenjati u jiżgura li tittieħed l-azzjoni kollha meħtieġa;

v. Jikkordina, jakkwista u/jew jiżviluppa briefs, write-ups u materjal pubbliċitarji, fost oħrajn, relatati ma' proġetti u kampanji hekk kif mitlub mis-superjuri u jwettaq u jassisti fl-Assessjar (kemm interni kif ukoll esterni) relatati ma' proġetti u strutturi fi ħdan il-portafoll tal-Ministeru, u s-segwietu tagħhom;

vi. Jaħdem mill-qrib mal-membri l-oħra tat-tim, u jgħinhom fil-ġestjoni tal-proġetti li jsiru minn żmien għal żmien, kif ukoll matul kull verifika;

vii. Jikkordina il-ġestjoni ta' kuljum regolarment mat-tim responsabbli għall-proġetti, u jirrapporta lill-Uffiċjali indikati;

viii. Juża bl-aħjar mod l-għodod kollha disponibbli għall-implimentazzjoni b'suċċess tal-proġetti assenjati;

ix. Jikkonsulta u jagħti pariri lill-Uffiċjali indikati dwar kwalunkwe nuqqas u problemi sabiex tittieħed azzjoni korrettiva fil-ħin;

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 (i) is in salary scales 5.

Duties

3. The job duties for the post of Senior Manager (Project Management) are:

i. Drafts applications for projects as necessary;

ii. Provides support and advice to appointed officials, on all matter related to the assigned projects;

iii. Manages projects (including initiatives) and related resources (financial, human, tangible and intangibles) under the direction of superiors with a view to deliver projects according to budget, time and quality parameters;

iv. Manages all effective information on implementation of programmes and projects assigned and ensures that all action required is taken;

v. Co-ordinates acquires and/or develops briefs, write-ups and publicity material, amongst others, related to projects and any campaigns tasked by superior and performs and assists in compliance assessments (both internal and external) related to projects and structures within the Ministry portfolio, and their follow-up;

vi. Works closely with the team, and assisting them on projects that are carried out from time to time, as well as during any compliance assessment;

vii. Liaises regularly with the team responsible for projects, regarding day to day management, and reports to the indicated officials;

viii. Makes optimal usage of all available tools for the successful implementation of the assigned projects;

ix. Consults and advises the indicated officials on any shortcomings and problems so that corrective action is taken in time;

x. Jagħti pariri dwar il-bidliet meħtieġa fis-sistemi attwali, li jistgħu jwasslu għal titjib u jgħinu biex iġibu l-bidliet meħtieġa;

xi. Isegwi u jiżgura li kwalunkwe azzjoni, rapport u dokument mitlub jitwettaq u jiġi pprovdut fi żmien stabbilit biex tiġi żgurata l-kordinazzjoni ta' attivitajiet, prijoritajiet u skadenzi;

xii. Imexxi u jiggwida lil membri oħrajn tat-tim fi ħdan id-Direttorat għad-Drittijiet tal-Bniedem;

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

x. Advises on changes required in current systems, which would lead to improvements and assists in bringing about the required changes;

xi. Follows up and ensuring that any actions, reports and documents requested are undertaken and provided within the deadlines set to ensure coordination of activities, priorities and deadlines;

xii. Leads and manages other members of the team within the Human Rights Directorate;

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

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

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

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-term Residents (Third Country Nationals) Regulations, 2006' or who have been granted 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 Komunita` 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 fil-lingwa Maltija u fil-lingwa Ingliża;

U

iii. ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Project Management jew Management Studies jew European Studies jew Business Administration jew Creativity and Innovation jew Quality Assurance Management jew Evidence Based Management jew Accountancy 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.

U

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.

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 Master's degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credit or equivalent*) in Project Management or Management Studies or European Studies or Business Administration or Creativity and Innovation or Quality Assurance Management or Evidence Based Management or Accountancy or in relevant areas as determined by Management.

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

AND

iv. With five (5) years relevant management service as Manager II, in which grade the employee must be confirmed Any other related experience in the area required for the afore-mentioned grade, in, or comparable to, Salary Scale 7 level in the Public Service, which the applicant may possess 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) 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 awtorita' 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 fi żmien sena mid-data tal-ħatra tagħhom. 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 tad-Direttur għas-Servizzi Korporattivi,

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

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

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 (iii) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification within one year of their appointment date. 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, Office of the Prime

Uffiċċju tal-Prim Ministru (Fondi Ewropej, Ugwaljanza, ir-Riformi u d-Djalogu Soċjali), 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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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-Direttorat għas-Servizzi Korporattivi, 280, Livell nru 2, Triq ir-Repubblika, il-Belt 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 u (https://eufunds.gov.mt) u recruitment.opm-ees@gov.mt).

L-24 ta' Jannar, 2025

Minister (European Funds, Equality, Reforms and Social Dialogue), 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 Corporate Services Directorate, 280, Level 2, Republic Street, 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 (https://eufunds.gov.mt) and recruitment.opm-ees@gov.mt).

24th January, 2025

MINISTERU GĦAS-SAĦĦA
U L-ANZJANITÀ ATTIVA

Post ta' Konsulent Anestetista fid-Dipartiment tal-Anestesija, Kura Intensiva u Immanigjar tal-Uġiġħ, fl-Isptar Mater Dei, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva

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

1. Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa u l-Anzjanità Attiva, tilqa' applikazzjonijiet għall-post ta' Konsulent Anestetista fid-dipartiment tal-Anestesija, Kura Intensiva u Immanigjar tal-Uġiġħ, fl-Isptar Mater Dei, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Konsultent huwa ta' Skala ta' Salarju 4, li fis-sena 2025 huwa €41,530.00 fis-sena.

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

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

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

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.

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

MINISTRY FOR HEALTH
AND ACTIVE AGEING

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

Nomenclatures denoting the male gender include also the female gender.

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

Terms and Conditions

2.1 This appointment is subject to a probationary period of one (1) year.

2.2 The salary for the post of Consultant is Salary Scale 4, which in the year 2025 is equivalent to, €41,530.00 per annum.

2.3 The Consultant shall report to the Clinical Chairperson, Department of Anaesthesia.

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

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

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 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

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' salaraju 5 jew ogħla.

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Konsulent Anestetista huma li:

i. Ikun parti mid-Dipartiment tal-Anestesija, Kura Intensiva u Immaniġġjar tal-Uġigħ u jirrispondi direttament liċ-Chairperson Kliniku ta' dan id-Dipartiment;

ii. Jipprovdi l-kura klinika kollha fil-kompetenza tal-ispeċjalizzazzjoni fil-kura tal-Anestetika u Kura Intensiva skont l-istandards ta' kwalità tal-professjoni;

iii. Jieħu sehem fl-attivitajiet tad-Dipartiment tal-Anestesija, Kura Intensiva u Immaniġġjar tal-Uġigħ, jipparteċipa fi programmi ta' tagħlim u riċerka tiegħu, jattendi regolarment għal-laqgħat kliniċi u jieħu sehem fil-proċess ta' assigurazzjoni ta' kwalità u verifika;

iv. Iipprovdi servizzi speċjalizzati fi sptarijiet oħra u/ jew Ċentri tas-Saħħa skont programmi approvati, u jista' ukoll ikun meħtieġ li jipprovdi servizz f'xi estensjoni futura ta' servizzi tas-saħħa hekk kif provdut fi skema komprensiva tas-Saħħa Nazzjonali;

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

vi. Jipprovdi kura lill-pazjenti ammessi fl-Isptar, skont l-esiġenzi tad-Dipartiment u jista' ikun inkluż fuq ir-roster tal-għassa akuta hekk kif stabbilit mic-Chairperson tad-Dipartiment, u skont ir-roster eżistenti għall-konsulenti oħra fi ħdan id-Dipartiment;

vii. Jikkollabora ma' u jagħti pariri lill-membri l-oħra tal-ħaddiema mediċi, kirurġiċi u tal-allied health dwar materji li jappartjenu għall-ispeċjalitajiet imsemmija hawn fuq u għal dan il-għan, ikun mistenni li jaħdem mill-qrib mal-Isptar, mal-Kommunita' u kumitati bbażati fuq is-Saħħa Pubblika u ma' korpi b'responsabbiltajiet għall-kura fl-Anestesija, Kura Intensiva u Immaniġġjar tal-Uġigħ;

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.

Duties

3.1 The job duties for the post of Consultant Anaesthetist are:

i. Forms part of the Department of Anaesthesia, Intensive Care and Pain Management and will be directly responsible to the Clinical Chairperson of this Department;

ii. Provides all clinical care within the remit of the specialty of Anaesthetics and Intensive Care in accordance with quality standards of the profession;

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

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

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

vi. Provides in-patient care, according to the exigencies of the department and may be included on the acute on-call roster as set out by the Chairperson of the department and in accordance with the existing rota for other consultants within the department;

vii. Liaises with and advises other members of the medical, surgical and allied health on matters pertaining to the above mentioned specialties and to this effect, he/she will be expected to work closely with Hospital, Community and Public Health based committees and bodies with responsibilities Anaesthesia, Intensive Care and Pain Management;

viii. Jagħmel użu mis-sistemi tat-Teknoloġija tal-Informatika li jkunu qed jintużaw fil-Ministeru għas-Saħħa;

ix. Iwettaq kompitu ieħor li s-superjur jista' jiddelega lilu, kif jista' ikun meħtieġ;

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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

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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

ii. profiċjenti fil-lingwa Maltija u l-lingwa Ingliża;

Qed jiġi hawnhekk innutat li kandidati li mhumiex profiċjenti fil-lingwa Maltija jistgħu jibqgħu 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 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. 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. Madankollu, tali spejjeż jistgħu jintalbu lura permezz tal-iskema Continuous Medical Education (CME).

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

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

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

iii. a. ikollhom Certificate of Ċertifikat ta' Tlestija ta' Taħriġ ta' Speċjalist (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 għal Anestesista; jew

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. proficient in the Maltese and English languages;

It is hereby being noted that candidates who are not proficient in the Maltese Language may still be considered as long as the selected candidates provide 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 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 candidates. However, such expenses may be claimed through the Continuous Medical Education (CME) Scheme.

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

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

ii. approved for inclusion in the Specialist Register of Anaesthetics and Intensive Care 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 Anaesthetics and Intensive Care; or

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

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

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

4.4 Persuna magħżula li tkun eliġibbli taħt paragrafu 4.2 (iii) (b) u paragrafu 4.2 (iii) (c) hawn fuq trid tkun imniżżla fir-Reġistru għall-Ispeċjalisti miżmum mill-Kunsill Mediku ta' Malta u trid tkun ukoll irreġistrata bis-sħiħ mal-Kunsill Mediku ta' Malta qabel il-ħatra.

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

Sabiex tiġi ffaċilitata r-referenza, is-sit elettroniku tal-Kumitat għall-Akkreditazzjoni ta' Speċjalisti ta' Malta jista' jiġi kkonsultat minn (https://medicalcouncil.gov.mt/wp-content/uploads/2024/10/mcsac.pdf).

4.6 Kandidati li japplikaw skont it-termini ta' paragrafu 4.2 (iii) (b) jew paragrafu 4.2 (iii) (c), u li jkunu meħtieġa jippreżentaw dikjarazzjoni mill-Kumitat għall-Akkreditazzjoni ta' Speċjalist kif mitlub fil-paragrafu 4.5 għandhom jinkludu kopja ta' din id-dikjarazzjoni mal-applikazzjoni u jippreżentaw l-oriġinali waqt l-intervista. Kandidati li mhumiex fil-pussess ta' din id-dikjarazzjoni xorta jistgħu japplikaw, basta jissottomettu kopja ta' din id-dikjarazzjoni hekk kif tkun għad-dispożizzjoni

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

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

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

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

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

For ease of reference, the website of the Specialist Accreditation Committee of Malta may be consulted at (https://medicalcouncil.gov.mt/wp-content/uploads/2024/10/mcsac.pdf).

4.6 Candidates applying in terms of paragraph 4.2 (iii) (b) or paragraph 4.2 (iii) (c) and who are required to present a statement by the Specialist Accreditation Committee as specified in paragraph 4.5 should include a copy of that statement with their application and present the original at the interview. Candidates not in possession of the required statement may still apply, provided that they submit a copy of the statement as soon as it is available and in

tagħhom u fi kwalunkwe ċirkustanza mhux aktar tard mid-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet. Applikanti li ma jippreżentawx id-dikjarazzjoni meħtieġa fi żmien xahar għal raġunijiet lil hinn mill-kontroll tagħhom jistgħu jitolbu estenjoni ta' dan il-limitu ta' żmien b'xahar ieħor mill-Kap tad-Dipartiment fejn qed jintlaqgħu l-applikazzjonijiet, u jindikaw b'mod ċar ir-raġunijiet għad-dewmien. Talbiet għal estensjonijiet lil hinn minn dan il-perjodu għandhom jiġu sottomessi għall-kunsiderazzjoni tal-Kummissjoni dwar is-Servizz Pubbliku.

4.7 Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

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

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

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

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

4.9 Kwalifiki formali, ħiliet u esperjenza speċjalizzata fl-Anestesija u Kura Intensiva jiġu evalwati abbażi tal-portfolio tal-esperjenza tax-xogħol tal-applikant. Evidenza formali ta' taħriġ u kwalifiki elenkati fil-portfolio jridu jiġu ppreżentati mal-applikazzjoni.

4.10 Uffiċjali pubbliċi li normalment huma residenti f'Għawdex iżda li bħalissa jaħdmu f'Malta, u li għandhom l-istess grad sostantiv bħal dak li qed jiġi reklamat, xorta huma meħtieġa japplikaw permezz ta' din is-sejħa għall-applikazzjonijiet jekk ikunu interessati li jaħdmu f'Għawdex. Jekk jintgħażlu, dawn l-uffiċjali pubbliċi jiġu assenjati b'mod permanenti biex jaħdmu f'Għawdex bil-grad rispettiv, id-dritt

any case, by not later than the closing date of this call for applications. Applicants who fail to present the required statement within the one-month period for reasons beyond their control may request an extension of this time limit, up to a further one month, from the Head of Department receiving the applications, indicating clearly the reasons for the delay. Requests for an extension beyond this period are to be submitted for the consideration of the Public Service Commission.

4.7 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

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

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

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

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

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

4.9 Formal qualifications, specialist skills and experience in Anaesthetics and Intensive Care, will be evaluated on the basis of the applicant's portfolio of work experience. Formal evidence of training and qualifications listed in the portfolio are to be presented upon application.

4.10 Public officers who are ordinarily resident in Gozo but currently work in Malta, and who hold the same substantive grade as that being advertised, are still required to apply through this call for applications if they are interested in working in Gozo. If selected, such public officers will be permanently assigned to work in Gozo, carrying their respective grade, salary entitlement, and salary

tas-salarju u l-punt tas-salarju tagħhom, inkluż id-dritt għal żidiet, progressjoni, u elementi ta' promozzjoni marbuta mal-post. Huwa ċċarat li dawn il-kandidati mhux se jingħataw marki addizzjonali fil-proċess tal-għażla għall-pussess ta' kwalunkwe kwalifiki li huma rekwiżit ta' eliġibbiltà kif iddikjarat f'din is-sejħa għall-applikazzjoni.

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 4.9, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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.

point, including entitlement to increments, progression, and promotion elements tied to the post. It is clarified that such candidates will not be awarded additional marks in the selection process for the possession of any qualifications which are an eligibility requirement as stated in 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 60%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.9, 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 on (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 5.15 p.m. (Central European Time) of 7th February, 2025. 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 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).

L-24 ta' Jannar, 2025

MINISTERU GĦAS-SAĦĦA
U L-ANZJANITÀ ATTIVA

Post ta' Senior Manager fl-Isptar Ġenerali ta' Għawdex (GGH) 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' Senior Manager fl-isptar Ġenerali ta' Għawdex (GGH) biex iwettaq dmirijiet relatati mat-transport fi ħdan is-Saħħa, fil-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.

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 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).

24th January, 2025

MINISTRY FOR HEALTH
AND ACTIVE AGEING

Post of Senior Manager at Gozo General Hospital (GGH) 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 Senior Manager at Gozo General Hospital (GGH) to perform duties related to transport within health in 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 Waqt il-perjodu ta' probation/prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut mill-Istitut għas-Servizzi Pubbliċi sabiex ikunu eliġibbli għall-konferma tal-ħatra.

2.3 Is-salarju ta' Senior Manager huwa ta' Skala ta' Salarju 5, li fl-2025 huwa ta' €34,185.98 fis-sena, li jiżdied b'€640.67 fis-sena sa massimu ta' €38,030.00.

2.4 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti, u ħlas ta› allowance tal-klassi annwali ta' €3,000, suġġett għall-politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.5 Mhux se jkun possibbli li jintalab transfer 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-ispeċjalizzazjoni, 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.

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 hija fi skala ta' salaraju 5 jew ogħla.

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

2.3 The salary for the post of Senior Manager is Salary Scale 5, which in year 2025 is €34,185.98 per annum, rising by annual increments of €640.67 up to a maximum of €38,030.00.

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, subject to satisfactory performance and a payment of an annual class allowance of €3,000, 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 the area of specialisation, 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.

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 is in salary scales 5 or higher.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Senior Manager huma li:

i. Jipparteċipa b'mod attiv f'laqgħat/komunikazzjoni mal-partijiet interessati li jinkludu iżda mhux limitati għal CPD, TM, AFM, Gozo Channel eċċ. u ssegwi kif xieraq;

ii. Jiżgura li l-kompiti jitwettqu skont l-istandards meħtieġa u jitlestew kif miftiehem;

iii. Jimmaniġġja u jissorvelja l-ippjanar tat-Taqsima tat-Trasport tal-GGH permezz ta' kordinazzjoni ma' Team Leaders tal-EAR & NEPTA u t-tmexxija tal-isptar;

iv. Jipproponi, jimmaniġġja, u jissorvelja titjib fis-sistema eżistenti tat-Taqsima tat-Trasport fil-GGH;

v. Jirrevedi l-każijiet li ma jaqgħux taħt il-proċeduri approvati tas-sistema tat-Taqsima tat-Trasport, javża lid-Direttorat tal-Operat u jirrakkomanda azzjoni xierqa meħtieġa;

vi. Imexxi u jissorvelja l-proċess ta' xiri pubbliku meħtieġ għat-Taqsima tat-Trasport tal-GGH u l-abbozzar tal-ispeċifikazzjonijiet meħtieġa;

vii. Jimmaniġġja, jissorvelja u jħarreġ lill-impjegati kollha tat-Taqsima tat-Trasport tal-GGH biex tiżgura rispons ta' emerġenza ta' kwalità għolja;

viii. Jimmaniġġja u jissorvelja t-tim tal-mekkaniks tal-karozzi biex jiżgura l-manutenzjoni u t-tiswija regolari tal-vetturi kollha tal-isptar u l-manutenzjoni xierqa tal-ambulanzi u l-vetturi kollha;

ix. Jimmaniġġja u jissorvelja t-talbiet kollha tat-trasport u l-loġistika mwettqa mill-kurrier/i tal-isptar;

x. Jimmaniġġja li l-proċessi kollha ta' kiri u xiri ta' vetturi jkunu skont ir-Regolamenti tat-Trasport;

xi. Jimmaniġġja, jikkordina u jissorvelja t-trasport/trasferimenti ta' pazjenti bejn il-GGH u sptarijiet u entitajiet oħra;

xii. Jimmaniġġja l-ilmenti u jassigura li dawn jiġu segwiti u meħuda skont il-politika tat-Taqsima tat-Trasport tal-GGH u l-ftehimiet tat-trasport;

xiii. Jimmaniġġja u jissorvelja l-proċeduri u r-rotot biex tiżgura trasport puntwali u sigur tal-pazjenti kollha, b'metodi ta' ħidma effettivi u komunikazzjoni tajba;

Duties

3. The job duties for the post of Senior Manager are:

i. Actively participate in meetings/communication with stakeholders which include but are not limited to CPD, TM, AFM, Gozo Channel etc. and follow up accordingly;

ii. Ensure that tasks are carried out to the required standards and completed as agreed;

iii. Manage and supervise the planning of the GGH Transport Section through coordination with EAR & NEPTA Team Leaders and middle management;

iv. Propose, manage, and supervise improvements to the existing Transport Section system at GGH;

v. Scrutinize cases that do not fall within the approved procedures of the Transport Section system, alerting the Head (Operations) and recommending required appropriate action;

vi. Manage and supervise the procurement required for the GGH Transport Section and the drafting of necessary specifications;

vii. Manage, supervise and train all employees deployed at GGH Transport Section ensuring high quality pre-hospital emergency response;

viii. Manage and supervise the automotive mechanics team to ensure the regular maintenance and repair of all hospital vehicles and proper upkeep of all ambulances and vehicles;

ix. Manage and supervise all transport and logistics requests performed by the hospital courier/s;

x. Manage and ensure that all leasing processes and purchasing of vehicles are in accordance with Transport Regulations;

xi. Manage, coordinate and supervise transport/transfers of patients between GGH and other hospitals and entities;

xii. Manage complaints and ensure that they are followed and actioned according to the GGH Transport Section policy and transport agreements;

xiii. Manage and supervise procedures and routes to ensure punctual and safe transportation of all patients, with effective working methods and good communication;

xiv. Jimmaniġġja t-Taqsima tat-Trasport tal-GGH biex tiżgura l-implimentazzjoni tal-proċeduri tas-Saħħa u s-Sigurtà fost l-impjegati kollha;

xv. Jimmaniġġja u jissorvelja l-ġbir ta' informazzjoni ta' rapporti ta' inċidenti w ibda kwalunkwe azzjoni dixxiplinarja meħtieġa;

xvi. Jimmaniġġja u jissorvelja żjarat fuq il-post fir-rigward ta' mistoqsijiet li jaffettwaw it-tagħbija u l-ħatt ta' ċerti pazjenti li huma jużaw is-siġġu tar-roti/stretcher u li għandhom aċċess limitat;

xvii. Jipparteċipa f'sessjonijiet ta' informazzjoni u taħriġ biex ittejjeb il-ħiliet u jorganizza taħriġ perjodiku għall-impjegati;

xviii. Jieħu l-azzjoni meħtieġa f'każ ta' inċidenti bil-karozzi mill-flotta ta' GGH skont ir-regolamenti tal-PSMC;

xix. Jimmaniġġja u jassigura li l-helipad jinżamm sigur u f'kundizzjoni tajba ta' tħaddim u li l-operaturi tal-ħelikopters jipprovdu servizz puntwali u affidabbli filwaqt li jżommu l-inġenji tal-ajru f'kundizzjoni tajba ta' ħidma skont standards internazzjonali;

xx. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilhom, skont il-ħtieġa;

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

xiv. Manage the GGH Transport Section to ensure the implementation of H&S procedures among all employees.

xv. Manage and supervise the collating of information of incident reports and initiating any necessary disciplinary action;

xvi. Manage and supervise onsite visits in relation to queries that affect the loading and unloading of certain patients who are wheelchair/stretcher bound and have limited access;

xvii. Participate in information and training sessions to enhance skills and organize periodic training for employees;

xviii. Take necessary action in case of car accidents in accordance with PSMC regulations;

xix. Manage and ensure that the helipad is kept safe and in good operable condition and that the helicopter operators provide punctual and reliable service whilst keeping the air crafts in good working order according to international standards;

xx. Undertakes any other tasks, which the superior may delegate to them, as may be required;

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

U

iii. ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Management jew Leadership 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.

U

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.

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 Master's degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Management or Leadership 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.

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

Public officers applying for this post must be confirmed in their current appointment, unless the current appointment is in a different class/career stream or in a definite position, but may apply for a lower grade/position even if not confirmed and whether in the same stream or not. Reversion to previous unconfirmed appointment is not possible.

4.2 (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.

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

(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 awtorita' 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) 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 fi żmien sena mid-data tal-ħatra tagħhom. 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) 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 within one year of their appointment date. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

4.4 Uffiċjali pubbliċi li huma normalment residenti f'Għawdex iżda li bħalissa jaħdmu f'Malta, u li għandhom l-istess grad sostantiv bħal dak li qed jiġi reklamat, jistgħu japplikaw lateralment. Jekk jintgħażlu, dawn l-uffiċjali pubbliċi jiġu assenjati b'mod permanenti biex jaħdmu f'Għawdex bil-grad rispettiv, id-dritt tas-salarju, u l-punt tassalarju tagħhom, inkluż id-dritt għal żidiet, kwalunkwe progressjoni u promozzjoni marbuta mal-post. Huwa ċċarat li dawn il-kandidati mhux se jingħataw marki addizzjonali fil-proċess tal-għażla għall-pussess ta' kwalunkwe kwalifiki li huma rekwiżit ta' eliġibbiltà kif iddikjarat f'din is-sejħa għall-applikazzjoni.

4.4 Public officers who are ordinarily resident in Gozo but currently working in Malta, and who hold the same substantive grade as that being advertised, may apply laterally. If selected, such public officers will be permanently assigned to work in Gozo, carrying their respective grade, salary entitlement, and salary point, including entitlement to increments, any progression, and promotion tied to the post. It is clarified that such candidates will not be awarded additional marks in the selection process for the possession of any qualifications which are an eligibility requirement as stated in this call for applications.

Sottomissjoni ta' Dokumentazzjoni

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

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 hawn fuq, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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;

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 Agenig, 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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;

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

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

L-24 ta' Jannar, 2025

MINISTERU GĦALL-AFFARIJIET BARRANIN U T-TURIŻMU

Post ta' Manager I (EUCD) fil-Ministeru għall-Affarijiet Barranin u t-Turiżmu

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

1.Id-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u t-Turiżmu jilqa' applikazzjonijiet għall-post ta' Manager I fid-Dipartiment tal-Ko-Ordinazzjoni tal-Unjoni Ewropea fi ħdan il-Ministeru għall-Affarijiet Barranin u t-Turiżmu.

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 (EUCD) huwa ta' Skala ta' Salarju 10, li fl-2025 huwa ta' €25,570.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €28,017.00.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7(€30,506.98 x €531.17 - €33,694.00

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

24th January, 2025

MINISTRY FOR FOREIGN AFFAIRS AND TOURISM

Post of Manager I (EUCD) in the Ministry for Foreign Affairs and Tourism

Nomenclatures denoting the male gender include also the female gender.

1. The Director for Corporate Services, Ministry for Foreign Affairs and Tourism invites applications for the post of Manager I in the European Union Co-Ordination Department within the Ministry for Foreign Affairs and Tourism.

Terms and Conditions

2.1 This appointment is subject to a probationary period of twleve (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 (EUCD) is Salary Scale 10, which in year 2025 is €25,570.98 per annum, rising by annual increments of €407.67 up to a maximum of €28,017.00.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7(€30,506.98 x €531.17 - €33,694.00 in 2025)

fis-sena 2025) 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 (€27,145.02 x €447.33 - €29,829.00 fl-2025) u tavvanza għal Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713.00 fis-sena 2025) 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) ikompli javvanza għal Skala ta' Salarju 7 (€30,506.98 x €531.17 - €33,694.00 fis-sena 2025) wara sentejn (2) servizz sodisfaċenti bħala Manager I (Skala ta' Salarju 8).

2.7 Il-persuni maħtura jkunu ntitolati wkoll għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 10% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti, u ħlas ta› allowance tal-klassi annwali ta €750, suġġett għall-politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.8 Il-persuni maħtura jkunu ntitolati wkoll għall-benefiċċji oħrajn marbuta ma' din il-kariga u mat-twettiq tad-dmirijiet tagħhom fi ħdan id-Dipartiment tal-Ko-Ordinazzjoni tal-Unjoni Ewropea.

2.9 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.

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

2.11 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-

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 (€27,145.02 x €447.33 - €29,829.00 in 2025) and will progress to Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025) 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 (€30,506.98 x €531.17 - €33,694.00 in 2025) after two (2) years of satisfactory service as Manager I (Salary Scale 8).

2.7 The appointees shall also be entitled to an annual performance bonus of up to 10% of the basic salary, subject to satisfactory performance, and a payment of an annual class allowance of €750, subject to Central Administration's policies in force from time to time.

2.8 Appointees will also be entitled to such other benefits as tied to such post and to the performance of such duties within the EUCD.

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

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

2.11 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

persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.12 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 (EUCD) huma li:

i. Jassisti lill-Kapijiet fi ħdan id-Dipartiment tal-Ko-Ordinazzjoni tal-UE f'kompiti relatati mal-kordinazzjoni u l-ġestjoni tal-parteċipazzjoni tal-Ministeri dwar l-istrutturi u l-proċessi tal-UE u jiżgura kordinazzjoni effettiva tal-kwistjonijiet kollha relatati mal-UE fil-Ministeri kollha, kif ukoll mir-Rappreżentanza Permanenti ta' Malta għall-UE;

ii. Ikun responsabbli għall-oqsma assenjati, l-ispettru ta' suġġetti differenti tagħhom flimkien mad-diskussjonijiet rilevanti fil-livell nazzjonali, tal-UE u dak internazzjonali biex tiġi kkordinata pożizzjoni xierqa bejn il-Ministeri kkonċernati;

iii. Jassisti fil-kordinazzjoni għat-tħejjija u l-formulazzjoni f'waqthom ta' Memoranda u kwistjonijiet rilevanti meħtieġa għal-laqgħat regolari tal-Kumitat Interministerjali għall-Affarijiet tal-UE;

iv. Jassisti fil-kordinazzjoni ta' tħejjija f'waqtha u formulazzjoni ta' noti ta' struzzjoni meħtieġa għal-laqgħat tal-COREPER I u l-COREPER II, laqgħat tal-Kunsill tal-Unjoni Ewropea, Gruppi ta' Ħidma tal-Kummissjoni Ewropea, kif ukoll kwalunkwe laqgħa oħra relatata;

v. Jassisti fil-kordinazzjoni ta' tħejjija f'waqtha u formulazzjoni ta' briefs fir-rigward tal-laqgħat li jsiru mill-Ministri tal-Gvern ta' Malta u s-Segretarji Parlamentari;

candidate within one (1) week from the date of the notification of appointment.

2.12 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 (EUCD) are:

i. Assisting the Heads within the EU Co-Ordination Department in tasks related to the coordination and management of the Ministries' participation on EU structures and processes and ensuring effective coordination of all EU-related matters across all Ministries as well as from the Permanent Representation of Malta to the EU;

ii. Being responsible for the areas assigned, their various spectrum of subject matter along with the relevant discussions at a national, EU and international level to coordinate the appropriate position amongst various Ministries;

iii. Assisting in the coordination for the timely preparation and formulation of Memoranda and relevant issues required of the regular meetings of the Inter-Ministerial Committee on EU Affairs;

iv. Assisting in the coordination of timely preparation and formulation of instruction notes required for COREPER I and COREPER II meetings, meetings of the Council of the EU and European Commission Working Groups, as well as any other related meetings;

v. Assisting in the coordination of timely preparation and formulation of briefs with regard to meetings held by the Malta Government Ministers and Parliamentary Secretaries;

vi. It-twettiq ta' riċerka fil-qasam ta' għarfien rilevanti u l-għoti ta' pariri kif meħtieġ;

vii. Il-kordinazzjoni tal-proċess ta' approvazzjoni għad-dokumentazzjoni rilevanti;

viii. Il-kordinazzjoni tal-azzjoni ta' segwitu kif meħtieġ;

ix. L-iżgurar li l-istrutturi ta' rappurtar rilevanti fir-rigward tal-parteċipazzjoni tal-laqgħat jiġu osservati;

x. Jassisti lill-Presidenti għall-Kumitati Interministerjali kif meħtieġ;

xi. Jassisti lid-Direttur Ġenerali (Dipartiment tal-Kordinazzjoni tal-UE) u lis-Segretarju Permanenti kif meħtieġ;

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. ċittadini ta' Malta;

ii. 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*) fl-Istatistika, jew fl-Ekonomija, jew fl-Istudji Ewropej, jew fis-Soċjoloġija, jew fil-Liġi, jew fil-Public Policy, jew fir-Relazzjonijiet Internazzjonali, jew fl-Istudji Diplomatiċi, jew fl-Istudji Mediterranji, 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.

vi. Undertaking research in the relevant area of expertise and providing advice and input as necessary;

vii. Coordinating the clearance process for relevant documentation;

viii. Coordination of follow up action as required;

ix. Ensuring that the relevant reporting structures with regards to the participation of meetings are adhered to;

x. Assisting the Chairpersons for the Inter-Ministerial Committees as required;

xi. Assisting the Director General (EU Co-Ordination Department) and Permanent Secretary as 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.

Eligibility Requirements

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

i. citizens of Malta;

ii. 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/ECVE credits, or equivalent*) in Statistics, or Economics, or European Studies, or Sociology, or Law, or Public Policy or International Relations, or Diplomatic Studies, or Mediterranean Studies, or in relevant areas determined b 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) 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 fi żmien sena mid-data tal-ħatra tagħhom. 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

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

(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 within one year of their appointment date. 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 Affairs

għall-Affarijiet Barranin u t-Turiżmu, 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 17.15 (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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-Dipartiment tar-Riżorsi Umani, Ministeru għall-Affarijiet Barranin u t-Turiżmu, 331, Allied House, Triq Sa Pawl, Il-Belt Valletta. Dawn id-dispożizzjonijet 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 (recruitment.foreign@gov.mt).

L-24 ta' Jannar, 2025

and Tourism, 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 17.15 (Central European Time) of Friday, 7th February, 2025. 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 Human Resources Department, Ministry for Foreign Affairs and Tourism, 331, Allied House, St. Paul Street, 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 u (recruitment.foreign@gov.mt).

24th January, 2025

MINISTERU GĦALL-AFFARIJIET BARRANIN U T-TURIŻMU

Post ta' Manager II (EUCD) fil-Ministeru għall-Affarijiet Barranin u t-Turiżmu

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

1. Id-Direttur għas-Servizzi Korporattivi, Ministeru għall-Affarijiet Barranin u t-Turiżmu jilqa' applikazzjonijiet għall-post ta' Manager II fid-Dipartiment tal-Ko-Ordinazzjoni tal-Unjoni Ewropea fi ħdan il-Ministeru għall-Affarijiet Barranin u t-Turiżmu.

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Manager II (EUCD) huwa ta' Skala ta' Salarju 7, li fl-2025 huwa ta' €30,506.98 fis-sena, li jiżdied b'€531.17 fis-sena sa massimu ta' €33,694.00.

2.4 Persuna fil-grad ta' Manager II fi Skala ta' Salarju 7 li jkollhom 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 (€32,279.02 x €596.33 - €35,857.00 fis-sena 2025) 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 (€32,279.02 x €596.33 - €35,857.00 fis-sena 2025) 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

MINISTRY FOR FOREIGN AFFAIRS AND TOURISM

Post of Manager II (EUCD) in the Ministry for Foreign Affairs and Tourism

Nomenclatures denoting the male gender include also the female gender.

1. The Director for Corporate Services, Ministry for Foreign Affairs and Tourism invites applications for the post of Manager II in the European Union Co-Ordination Department within the Ministry for Foreign Affairs and Tourism.

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 (EUCD) is Salary Scale 7, which in the year 2025 is €30,506.98 per annum, rising by annual increments of €531.17 up to a maximum of €33,694.00.

2.4 A Manager II in Salary Scale 7 who are in 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 (€32,279.02 x €596.33 - €35,857.00 in 2025) 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 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 (€32,279.02 x €596.33 - €35,857.00 in 2025) 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

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, marbut ma' xogħol sodisfaċenti, u ħlas ta› allowance tal-klassi annwali ta €2,000, suġġett għall-politiki tal-amministrazzjoni ċentrali li jkunu fis-seħħ minn żmien għal żmien.

2.7 Il-persuni maħtura jkunu ntitolati wkoll għall-benefiċċji oħrajn marbuta ma' din il-kariga u mat-twettiq tad-dmirijiet tagħhom fi ħdan id-Dipartiment tal-Ko-Ordinazzjoni tal-Unjoni Ewropea.

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

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, subject to satisfactory performance, and a payment of an annual class allowance of €2,000, subject to Central Administration's policies in force from time to time.

2.7 Appointees will also be entitled to such other benefits as tied to such post and to the performance of such duties within the EUCD.

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 research, 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 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).

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Manager II (EUCD) huma li:

i. Jassisti lill-Kapijiet fi ħdan id-Dipartiment tal-Ko-Ordinazzjoni tal-UE f'kompiti relatati mal-kordinazzjoni u l-ġestjoni tal-parteċipazzjoni tal-Ministeri dwar l-istrutturi u l-proċessi tal-UE u jiżgura kordinazzjoni effettiva tal-kwistjonijiet kollha relatati mal-UE fil-Ministeri kollha, kif ukoll mir-Rappreżentanza Permanenti ta' Malta għall-UE;

ii. Ikun responsabbli għall-oqsma assenjati, l-ispettru ta' suġġetti differenti tagħhom flimkien mad-diskussjonijiet rilevanti fil-livell nazzjonali, tal-UE u dak internazzjonali biex tiġi kkordinata pożizzjoni xierqa bejn il-Ministeri kkonċernati;

iii. Jassisti u jissorvelja l-kordinazzjoni għat-tħejjija u l-formulazzjoni f'waqthom ta' Memoranda u kwistjonijiet rilevanti meħtieġa għal-laqgħat regolari tal-Kumitat Interministerjali għall-Affarijiet tal-UE;

iv. Jassisti u jissorvelja l-kordinazzjoni ta' tħejjija f'waqtha u formulazzjoni ta' noti ta' struzzjoni meħtieġa għal-laqgħat tal-COREPER I u l-COREPER II, laqgħat tal-Kunsill tal-Unjoni Ewropea, Gruppi ta' Ħidma tal-Kummissjoni Ewropea, kif ukoll kwalunkwe laqgħa oħra relatata;

v. Jassisti u jissorvelja l-kordinazzjoni ta' tħejjija f'waqtha u formulazzjoni ta' briefs fir-rigward tal-laqgħat li jsiru mill-Ministri tal-Gvern ta' Malta u s-Segretarji Parlamentari;

vi. It-twettiq ta' riċerka fil-qasam ta' għarfien rilevanti u l-għoti ta' pariri kif meħtieġ;

vii. Il-kordinazzjoni u s-superviżjoni tal-proċess ta' approvazzjoni għad-dokumentazzjoni rilevanti;

viii. Il-kordinazzjoni u s-superviżjoni tal-azzjoni ta' segwitu kif meħtieġ;

ix. L-iżgurar li l-istrutturi ta' rappurtar rilevanti fir-rigward tal-parteċipazzjoni tal-laqgħat jiġu osservati;

x. Jassisti lill-Presidenti għall-Kumitati Interministerjali kif meħtieġ;

xi. Jassisti lid-Direttur Ġenerali (Dipartiment tal-Ko-Ordinazzjoni tal-UE) u lis-Segretarju Permanenti kif meħtieġ;

xii. Jassisti lill-Kapijiet fi ħdan id-Dipartiment tal-Ko-Ordinazzjoni tal-UE kif meħtieġ, inkluż fis-superviżjoni, il-monitoraġġ u l-mentoring tal-uffiċjali fil-pożizzjoni ta' Manager I;

Duties

3. The job duties for the post of Manager II (EUCD) are:

i. Assisting the Heads within the EU Co-Ordination Department in tasks related to the coordination and management of the Ministries' participation on EU structures and processes and ensuring effective coordination of all EU-related matters across all Ministries as well as from the Permanent Representation of Malta to the EU;

ii. Being responsible for the areas assigned, their various spectrum of subject matter along with the relevant discussions at a national, EU and international level to coordinate the appropriate position amongst various Ministries;

iii. Assisting and supervising the coordination for the timely preparation and formulation of Memoranda and relevant issues required of the regular meetings of the Inter-Ministerial Committee on EU Affairs;

iv. Assisting and supervising the coordination of timely preparation and formulation of instruction notes required for COREPER I and COREPER II meetings, meetings of the Council of the EU and European Commission Working Groups, as well as any other related meetings;

v. Assisting and supervising the coordination of timely preparation and formulation of briefs with regard to meetings held by the Malta Government Ministers and Parliamentary Secretaries;

vi. Undertaking research in the relevant area of expertise and providing advice and input as necessary;

vii. Coordinating and supervising the clearance process for relevant documentation;

viii. Coordination and supervision of follow up action as required;

ix. Ensuring that the relevant reporting structures with regards to the participation of meetings are adhered to;

x. Assisting the Chairpersons for the Inter-Ministerial Committees as required;

xi. Assisting the Director General (EU Co-Ordination Department) and Permanent Secretary as required;

xii. Assisting the Heads within the EU Co-Ordination Department as required, including in the supervision, monitoring and mentoring of officers in the position of Manager I;

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. ċittadini ta' Malta;

ii. 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/ECVET jew ekwivalenti*) fi Statistics, jew Economics, jew European Studies, jew Sociology, jew Law, jew Public Policy, jew International Relations, jew Diplomatic Studies, jew Mediterranean Studies, jew f'oqsma rilevanti kif determinat mill-maniġment.

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

JEW

iv. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fi Statistics, jew Economics, jew European Studies, jew Sociology, jew Law, jew Public Policy, jew International Relations, jew Diplomatic Studies, jew Mediterranean Studies, jew f'oqsma rilevanti kif determinat mill-maniġment u tmien (8) snin esperjenza sodisfaċenti.

*Kwalifika rikonoxxuta komparabbli ma' 180 ECTS/ECVET krettu, 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.

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. citizens of Malta;

ii. 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 Statistics, or Economics, or European Studies, or Sociology, or Law, or Public Policy, International Relations, or Diplomatic Studies, or Mediterranean Studies, or in relevant areas as determined by Management.

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

OR

iv. in possession of a recognised Bachelor's Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVE credits, or equivalent*) in Statistics, or Economics, or European Studies, or Sociology, or Law, or Public Policy, or International Relations, or Diplomatic Studies, or Mediterranean Studies, or relevant areas as determined b Management and eight (8) years satisfactory experience.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MQRI 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 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 fi żmien sena mid-data tal-ħatra tagħhom. 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 għas-Servizzi Korporattivi, Ministeru

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

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

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1(iii) or 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 within one year of their appointment date. 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

għall-Affarijiet Barranin u t-Turiżmu, 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 5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025. 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-Dipartiment tar-Riżorsi Umani, Ministeru għall-Affarijiet Barranin u t-Turiżmu, 331, Allied House, Triq Sa Pawl, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

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

L-24 ta' Jannar, 2025

Affairs and Tourism, 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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 Human Resources Department, Ministry for Foreign Affairs and Tourism, 331, Allied House, St. Paul Street, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

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

24th January, 2025

MINISTERU GĦALL-EKONOMIJA, L-INTRAPRIŻA U PROĠETTI STRATEĠIĊI

Post ta' Manager I fil-Ministeru għall-Ekonomija, l-Intrapriża u Proġetti Strateġiċi

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

1. Is-Segretarju Permanenti, Ministeru għall-Ekonomija, l-Intrapriża u Proġetti Strateġiċi jilqa' applikazzjonijiet għall-post ta' Manager I fid-Dipartiment tal-Kummerċ fil-Ministeru għall-Ekonomija, l-Intrapriża u Proġetti Strateġiċi.

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-2025 huwa ta' €25,570.98 fis-sena, li jiżdied b'€407.67 fis-sena sa massimu ta' €28,017.00.

2.4 Persuna fil-grad ta' Manager I fi Skala ta' Salarju 10 titla' sa Skala ta' Salarju 7(€30,506.98 x €531.17 - €33,694.00 fis-sena 2025) 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 (€27,145.02 x €447.33 - €29,829.00 fl-2025) u tavvanza għal Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713.00 fl-2025) 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 (€30,506.98 x €531.17 - €33,694.00 fl-2025) wara sentejn (2) servizz sodisfaċenti bħala Manager I (Skala ta' Salarju 8).

MINISTRY FOR THE ECONOMY, ENTERPRISE AND STRATEGIC PROJECTS

Post of Manager I in the Ministry for the Economy, Enterprise and Strategic Projects

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for the Economy, Enterprise and Strategic Projects invites applications for the post of Manager I in the Commerce Department in the Ministry for the Economy, Enterprise and Strategic Projects.

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 2025 is €25,570.98 per annum, rising by annual increments of €407.67 up to a maximum of €28,017.00.

2.4 A Manager I in Salary Scale 10 will progress up to Salary Scale 7 (€30,506.98 x €531.17 - €33,694.00 in 2025) 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 (€27,145.02 x €447.33 - €29,829.00 in 2025) and will progress to Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025) 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 (€30,506.98 x €531.17 - €33,694.00 in 2025) after two (2) years of satisfactory service Manager I (Salary Scale 8).

2.7 Il-persuni maħtura jkunu intitolati wkoll għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 10% tas-salarju bażiku tagħhom, marbut ma' xogħol sodisfaċenti, u ħlas ta› allowance tal-klassi annwali ta €750, 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 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 huma li:

i. Jirrevedi regolarment il-proċedura tal-iproċessar tat-trademarks, fid-dawl tar-rekwiżiti nazzjonali, tal-UE u internazzjonali bħal dawk li jirriżultaw mid-Direttiva dwar it-Trademarks u l-adeżjoni għall-Protokoll ta' Madrid;

2.7 The appointees shall also be entitled to an annual performance bonus of up to 10% of the basic salary, subject to satisfactory performance, and a payment of an annual class allowance of €750, 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' 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 are:

i. Regularly review the trademark processing procedure, in view of national, EU and international requirements such as those resulting for the Trademark Directive and accession to the Madrid Protocol;

ii. Jipprovdi kontribut għall-immaniġġjar ta' oppożizzjonijiet, invalidita' u revoka fil-qasam tat-trademarks;

iii. Janalizza u jifformola deċiżjoni dwar każijiet li għandhom x'jaqsmu ma' oppożizzjoni ta' trademark, invalidita' u revoka miġjuba quddiem l-uffiċċju;

iv. Iwettaq tfittxija u eżaminazzjoni fuq applikazzjonijiet ġodda ta' trademarks u jipprovdi gwida lill-eżaminaturi f'dan il-qasam filwaqt li jgħin lill-klijenti u lill-pubbliku ġenerali fil-qasam tal-iproċessar tat-trademarks;

v. Jipprovdi kontribut kif meħtieġ fl-assessjar tal-leġiżlazzjoni nazzjonali bil-ħsieb li tiġi emendata jew aġġornata skont ir-rekwiżiti u l-obbligi nazzjonal, reġjonali jew internazzjonali kif ukoll jabbozza u jżomm manwal dwar il-politiki u l-proċeduri tal-uffiċċju fil-qasam tat-trademarks;

vi. Jabbozza u jżomm ir-riżorsi ta' informazzjoni dwar l-applikazzjoni, l-iproċessar u r-reġistrazzjoni ta' trademarks li għandhom jitqassmu lill-membri interessati tal-pubbliku;

vii. Jipprovdi rapporti regolari ta'statistika u ta' ġestjoni tal-kwalità dwar l-aspetti kollha tax-xogħol relatat mat-trademarks u jipprovdi kontribut fit-tfassil u l-implimentazzjoni ta' proġetti u baġits, fir-rigward ta' programmi u proġetti nazzjonali kif ukoll dawk relatati mal-UE;

viii. Jipprovdi input għal għodod tas-softwer eżistenti u futuri implimentati fl-uffiċċju;

ix. Jirrappreżenta lid-Dipartiment f'konferenzi, laqgħat u workshops lokali, tal-Unjoni Ewropea u internazzjonali kif meħtieġ kif ukoll jassisti fit-tfassil ta' noti ta' istruzzjoni u dokumentazzjoni oħra kif jista' jkun meħtieġ għal-Laqgħat tal-UE jew internazzjonali;

x. Jipprovdi taħdidiet, preżentazzjonijiet u sessjonijiet ta' informazzjoni dwar trademarks u suġġetti relatati kif meħtieġ u jghin fl-organizzazzjoni ta' korsijiet nazzjonali u/jew internazzjonali, seminars, workshops, konferenzi u attivitajiet oħra f'oqsma rilevanti;

xi. Iwettaq kull xogħol ieħor li d-Direttur Ġenerali tal-Kummerċ u d-Direttur tar-Reġistrazzjonijiet tal-Proprjeta' Industrijali jistaw jiddelegaw lilu/lilha, kif ikun meħtieġ;

xii. Kwalunkwe dmir ieħor kif ordnat mis-Segretarju Permanenti Ewlieni.

Rekwiżiti tal-Eliġibbiltà

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

ii. Provide input to the handling of oppositions, invalidity and revocation in the area of trademarks;

iii. Analyse and formulate a decision on cases relating to trademark opposition, invalidity and revocation brought before the office;

iv. Carry out search and examination on new trademark applications and provide guidance to examiners in this area whilst assisting clients and the general public in the area of trademark processing;

v. Provide input as necessary in the assessment of national legislation with a view to amend or update these according to national, regional or international requirements and obligations as well as drafting and maintaining a manual on office policies and procedures in the field of trademarks;

vi. Draft and maintain the information resources on the application, processing and registration of trademarks to be distributed to interested members of the public;

vii. Provide regular statistical and quality management reports regarding all aspects of trademark related work and provide input in the drawing up and implementation of projects and budgets, in relation to national as well as EU related programmes and projects;

viii. Provide input to existing and future software tools implemented at the office;

ix. Represent the Department at local, European Union and international conferences, meetings and workshops as required as well as assist in the drawing up of instruction notes and other documentation as may be required for EU or international meetings;

x. Provide talks, presentations and information sessions on trademarks and related topics as required and assist in the organisation of national and/or international courses, seminars, workshops, conferences and other activities in relevant fields;

xi. Undertakes any other tasks, which the Director General Commerce and the Director Industrial Property Registrations may delegate to him/her, as may be required;

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

Eligibility Requirements

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

i. a. 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 Komunita` 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/

i. a. citizens of Malta; or

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

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

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

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

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

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within 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 jew ekwivalenti*) fil-Business Adminstration jew Management Studies jew Liġi 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 awtorita' 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 fi żmien sena mid-data tal-ħatra tagħhom. 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).

ECVET credits, or equivalent*) in Business Administration or Management Studies or Law or in relevant areas as determined by the Management.

*A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to 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 above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(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 within one year of their appointment date. 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 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-Ekonomija, l-Intrapriża u Proġetti Strateġiċi, 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 l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar il-Ġimgħa, 7 ta' Frar, 2025**.** 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;

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 Economy, Enterprise and Strategic Projects, 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 5.15 p.m. (Central European Time) of Friday, 7th February, 2025. 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;

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-Taqsima tar-Riżorsi Umani, Direttorat għas-Servizzi Korporattivi, Ministeru għall-Ekonomija, l-Intrapriża u Proġetti Strateġiċi, Millenia Buildings, l-ewwel sular, Triq Aldo Moro, Marsa. Dawn id-dispożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit u l-indirizz elettroniku tad-Dipartiment/Diviżjoni/Direttorat huma (https://economy.gov.mt/en/job-opportunities/Pages/home.aspx u recruitment.meep@gov.mt).

L-24 ta' Jannar, 2025

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

Kunsill ELT

Espressjoni ta' Interess

Eżerċizzju ta' Monitoraġġ 2025

Il-Kunsill ELT jinnotifika lill-persuni kkwalifikati u b'esperjenza fl-industrija tal-ELT biex jissottomettu l-Espressjoni ta' Interess tagħhom biex jipparteċipaw f'eżerċizzju ta' monitoraġġ ta' numru ta' skejjel, annessi, fornituri tat-tagħlim mill-bogħod u fornituri tat-tagħlim fid-dar li huma liċenzjati f'Malta u Għawdex fis-sajf tal-2025. Dan l-eżerċizzju ta' monitoraġġ għandu jitwettaq f'konformità mal-Politika dwar iż-Żjarat fl-Iskejjel Akkademiċi u L.N. 221 tal-2015.

Il-kandidati magħżula se jkunu mistennija li:

1. Jattendu sessjonijiet ta' taħriġ u laqgħat fir-rigward tad-dmirijiet li għandhom jitwettqu;

2. Iwettqu eżerċizzju sħiħ ta' monitoraġġ ta' numru ta' skejjel, annessi, fornituri tat-tagħlim mill-bogħod u fornituri tat-tagħlim fid-dar li huma liċenzjati bejn Mejju u Settembru 2025;

3. Josservaw u jevalwaw il-lezzjonijiet minn perspettiva akkademika;

4. Jippreżentaw lill-Kunsill ELT ir-rapporti individwali kollha tal-iskola/tal-anness/tat-tagħlim mill-bogħod/tat-tagħlim fid-dar iffirmati kif dovut;

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, Corporate Services Directorate, Ministry for the Economy, Enterprise and Strategic Projects, Millenia Buildings, First Floor, Aldo Moro Road, Marsa. These general provisions are to be regarded as an integral part of this call for applications.

The website and email address of the receiving Department are (https://economy.gov.mt/en/job- opportunities/Pages/home.aspx and recruitment.meep@gov.mt).

24th January, 2025

MINISTRY FOR EDUCATION
YOUTH, RESEARCH AND INNOVATION

ELT Council

Expression of Interest

Monitoring Exercise 2025

The ELT Council notifies persons who are qualified and experienced in the ELT industry to submit their Expression of Interest in participating in a monitoring exercise of a number of licenced ELT schools, annexes, distance learning providers and home tuition providers in Malta and Gozo in summer 2025. This monitoring exercise is to be carried out in line with the Academic School Visits Policy and L.N. 221 of 2015.

Successful candidates will be expected to:

1. Attend training sessions and meetings in relation to duties to be performed;

2. Conduct complete monitoring exercise of a number of licensed schools, annexes, distance learning providers and home tuition providers between May and September 2025;

3. Observe and evaluate lessons from an academic perspective;

4. Submit all duly signed individual school/annexe/distance learning/home tuition reports to the ELT Council;

5. Iħejju rapport ġenerali li għandu jinkludi rakkomandazzjonijiet speċifiċi għall-iskejjel, l-annessi, l-fornituri tat-tagħlim mill-bogħod u l-fornituri tat-tagħlim fid-dar.

Sal-ħin tal-għeluq u d-data ta' din l-Espressjoni ta' Interess, l-applikanti għandu jkollhom:

minimu ta' ħames (5) snin esperjenza akkademika fis-settur tal-ELT;

kwalifika tal-Livell 7 rikonoxxuta internazzjonalment fl-ELT (eż. Master's f'TESOL/ELT/TEFL; Cambridge ESOL DELTA, jew Trinity CollegeDip. TESOL);

esperjenza preċedenti bħala osservatur fil-klassi jew fit-taħriġ tal-għalliema jew esperjenza fi dmirijiet tal-assigurazzjoni tal-kwalità f'ambjenti edukattivi;

ħiliet ta' kitba eċċellenti fil-lingwa Ingliża.

Il-kandidati magħżula m'għandhomx ikunu involuti fl-ebda skola tal-ELT fis-sitt (6) xhur ta' qabel.

Remunerazzjoni:

Rata ta' €100 għal kull eżerċizzju ta' monitoraġġ indipendenti u mingħajr assoċjazzjoni tal-fornitur ta' skola ELT/DLP/HTP u €75 għal kull żjara fi skola FELTOM, iż-żewġ rati jinkludu l-ħlasijiet relatati kollha iżda jeskludu l-VAT. Ir-rati msemmija jkopru ż-żjarat, il-kitba tar-rapporti u l-preżentazzjoni tar-rapport/i.

Barra minn hekk, laqgħat, taħriġ u kwalunkwe kompiti oħra relatati mal-Eżerċizzju ta' Monitoraġġ li jiġu assenjati matul dan il-perjodu se jiġu kkumpensati bi €25 kull siegħa.

Il-persuni interessati għandhom jissottomettu l-applikazzjoni, CV pertinenti għar-rwol, u paragrafu ta' 100 kelma li jiddikjara għaliex huma jqisu lilhom infushom eliġibbli li jieħdu dan l-inkarigu sa mhux aktar tard minn nofsinhar (Ħin Ċentrali Ewropew) tal-Ġimgħa, 7 ta' Frar, 2025. L-applikazzjonijiet għandhom jintbagħtu lil:

Il-Kunsill ELT
Bice Mizzi Vassallo Complex
Triq Alamein,
Pembroke, Malta

L-envelops għandhom jiġu mmarkati 'Espressjoni ta' Interess'.

Indirizz elettroniku: (info.eltcouncil@gov.mt)

L-24 ta' Jannar, 2025

5. Prepare an overall report which should include specific recommendations for all schools, annexes, distance learning providers and home tuition providers.

By the closing time and date of this Expression of Interest, applicants must possess:

a minimum of five (5) years' academic experience in the ELT sector;

an internationally-recognised Level 7 qualification in ELT (e.g., Master's in TESOL/ELT/TEFL; Cambridge ESOL DELTA, or Trinity College Dip. TESOL);

previous experience as a classroom observer or teacher trainer or experience in quality assurance duties in educational environments;

excellent writing skills in the English language.

Selected candidates will not have been involved with any ELT school for the previous six (6) months.

Remuneration:

A rate of €100 per non-associated independent ELT school/DLP provider/HTP provider monitoring exercise and €75 per FELTOM school visited, both rates include all related charges but exclude VAT. The said rates cover visits, report writing and submission of report/s.

Additionally, meetings, training and any other tasks related to the Monitoring Exercise that are assigned during this period will be compensated at €25 per hour.

Interested persons are to submit an application, a CV pertinent to the role, and a 100-word paragraph stating why they consider themselves eligible to take on this assignment by not later than noon (Central European Time) of Friday, 7th February, 2025. Applications should be sent to:

ELT Council
Bice Mizzi Vassallo Complex
Triq Alamein
Pembroke, Malta

Envelopes are to be marked 'Expression of Interest'.

Email address: (info.eltcouncil@gov.mt)

24th January, 2025

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

Kunsill ELT

Espressjoni ta' Interess

Espert għas-Servizzi ta' Monitoraġġ u Assigurazzjoni tal-Kwalità fir-rigward tal-Iskejjel ELT

Il-Kunsill ELT qed ifittex individwu xieraq b'għarfien espert fl-assigurazzjoni tal-kwalità biex jevalwa l-Eżerċizzju ta' Monitoraġġ imwettaq mill-Kunsill ELT fuq bażi annwali.

Ir-rekwiżiti ta' eliġibbiltà għal servizzi bħal dawn jinkludu:

Rakkomandazzjonijiet għall-aġġustamenti u t-titjib tal-Eżerċizzju ta' Monitoraġġ;

Spezzjonijiet u ttestjar tal-għodod li qed jintużaw għall-Eżerċizzju ta' Monitoraġġ;

Rakkomandazzjonijiet lill-Kunsill ELT relatati mal-proċeduri tal-Eżerċizzju tal-Monitoraġġ u tal-Assigurazzjoni tal-Kwalità;

Twettiq ta' kwalunkwe dmir ieħor assenjat mill-Kunsill ELT fir-rigward tal-eżerċizzju ta' monitoraġġ u l-proċeduri tal-assigurazzjoni tal-kwalità.

Rekwiżiti:

minimu ta' ħames (5) snin esperjenza akkademika fis-settur tal-ELT;

mill-inqas tliet (3) snin esperjenza fl-ispezzjoni tal-iskejjel ELT;

kwalifika ta' Livell 7 rikonoxxuta internazzjonalment fl-ELT (eż., Master's fit-TESOL/ELT/TEFL; Cambridge ESOL DELTA, jew Trinity College Dip. TESOL);

esperjenza preċedenti bħala osservatur fil-klassi jew fit-taħriġ tal-għalliem jew esperjenza fi dmirijiet tal-assigurazzjoni tal-kwalità f'ambjenti edukattivi;

attenzjoni għad-dettall.

Il-kandidati magħżula m'għandhomx ikunu involuti fl-ebda skola tal-ELT fis-sitt (6) xhur ta' qabel.

Remunerazzjoni:

Rata ta' €25.00 fis-siegħa għal massimu ta' €1,500.00 fis-sena se titħallas mal-preżentazzjoni tal-fattura u rekord tad-dmirijiet.

MINISTRY FOR EDUCATION
YOUTH, RESEARCH AND INNOVATION

ELT Council

Expression of Interest

Expert for Monitoring Services and Quality Assurance in Relation to ELT Schools

The ELT Council is seeking a suitable individual with expertise in quality assurance to evaluate the Monitoring Exercise conducted by the ELT Council on an annual basis.

The eligibility requisites for such services include:

Recommend adjustments and improvements to the Monitoring Exercise;

Inspect and test tools being used for the Monitoring Exercise;

Make recommendations to the ELT Council related to the Monitoring Exercise and Quality Assurance procedures;

Perform any other duty assigned by the ELT Council in relation to the monitoring exercise and quality assurance procedures.

Requirements:

a minimum of five (5) years' academic experience in the ELT sector;

at least three (3) years' experience in ELT School inspection;

an internationally-recognised Level 7 qualification in ELT (e.g., Master's in TESOL/ELT/TEFL; Cambridge ESOL DELTA, or Trinity College Dip. TESOL);

previous experience as a classroom observer or teacher trainer or experience in quality assurance duties in educational environments;

attention to detail.

Selected candidates will not have been involved with any ELT school for the previous six (6) months.

Remuneration:

A rate of €25.00/hour for a maximum of €1,500.00 per annum will be paid on presentation of invoice and log of duties.

Is-sottomissjonijiet għall-kunsiderazzjoni għandhom isiru permezz ta' ittra elettronika b'CV mehmuża flimkien mal-evidenza tar-rekwiżiti ta' hawn fuq sa nofsinhar (Ħin Ċentrali Ewropew) tal-Ġimgħa, 7 ta' Frar, 2025, lil (info.eltcouncil@gov.mt).

L-24 ta' Jannar, 2025

AĠENZIJA NAZZJONALI TAL-LITTERIŻMU

Sejħa għal Assistent fil-Librerija, Tqassim ta' Riżorsi fl-Iskejjel u d-Djar, full-time, mal-Aġenzija Nazzjonali tal-Litteriżmu (it-tieni sejħa)

Numru tal-Permess tal-Jobsplus: 1132/2024

L-Aġenzija Nazzjonali tal-Litteriżmu qiegħda tilqa' applikazzjonijiet għal Assistent fil-Librerija, Tqassim ta' Riżorsi fl-Iskejjel u d-Djar, full-time, b'kuntratt indefinit.

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

1. Liċenzja tas-sewqan: Kategorija B, B1; U

2. Sitt ċertifikati taċ-ĊES (Gradi 1-5) jew GCE (Gradi A-C), li jinkludu l-Malti u l-Ingliż, jew kwalifiki rikonoxxuti ekwivalenti; U

3. Żewġ ċertifikati fil-Livell Avvanzat, preferibbilment fil-Malti u fl-Ingliż (Gradi A-Ċ) jew kwalifiki rikonoxxuti ekwivalenti; U

4. Kompetenza fl-użu tal-applikazzjonijiet diġitali (preferibbilment bl-ECDL/ICDL)

Tingħata kunsiderazzjoni xierqa lil applikanti li huma mħarrġa fl-użu ta' software li jintuża fil-libreriji u/jew għandhom kwalifiki fil-ħidma tal-librara u/jew esperjenza verifikata ta' xogħol relatat.

Deskrizzjoni dettaljata tar-rwol u informazzjoni dwar il-kundizzjonijiet tal-impjieg tista' tinkiseb minn (https://nla.gov.mt/mt/sejhiet), jew permezz ta' ittra elettronika lil (nlarecruitment@ilearn.edu.mt), jew bin-numru tat-telefown 2598 3325.

Il-kandidati għandhom jibagħtu l-ittra tal-applikazzjoni flimkien mal-kwalifiki u l-esperjenzi fil-format tal-European Curriculum Vitae, kopja taċ-ċertifikati rilevanti tagħhom, ċertifikat tal-kondotta riċenti maħruġ mill-Pulizija u l-lista tax-xogħol li għamlu tul ħajjithom mill-Jobsplus, permezz ta' ittra elettronika lil (nlarecruitment@ilearn.edu.mt) jew bil-posta lill-Aġenzija Nazzjonali tal-Litteriżmu, Iċ-Ċentru Nazzjonali tal-Kurrikulu, Triq Ġużè Abela Scolaro, il-Ħamrun HMR 1304, sa mhux aktar tard mit-Tlieta, 4 ta' Frar, 2025, f'nofsinhar.

Submissions for consideration are to be made by emailing a CV along with evidence of the above requirements by noon (Central European Time) of Friday, 7th February, 2025 to (info.eltcouncil@gov.mt).

24th January, 2025

NATIONAL LITERACY AGENCY

Call for full-time Library Assistant with Delivery Duties within Schools and Homes with the National Literacy Agency (second call)

Jobsplus Permit Number: 1132/2024

The National Literacy Agency is seeking to recruit a full-time Library Assistant with delivery duties within Schools and Homes, on an indefinite contract.

Applicants are to satisfy the following eligibility criteria till the closing date:

1. Driving Licence: Category B, B1, AND

2. Six SEC (Grades 1-5) or GCE (Grades A-C) certificates, which should include both Maltese and English, or recognised appropriate comparable qualifications, AND

3. Two subjects at Advanced level, preferably in Maltese and English (Grades A-C) or recognised appropriate comparable qualifications, AND

4. Computer literate (ideally in possession of ECDL/ICDL)

Due consideration will be given to applicants who are knowledgeable in library management software and/or have qualifications related to librarianship and/or have proven relevant work experience.

For a detailed job description, including conditions of employment may be obtained from (https://nla.gov.mt/vacancies), or via an email to (nlarecruitment@ilearn.edu.mt), or by telephone number 2598 3325.

Candidates should submit their letter of application, together with a summary of qualifications and experience in a European Curriculum Vitae Format, a copy of their relevant scanned certificates, a valid police conduct certificate and their Jobsplus employment history, by email to (nlarecruitment@ilearn.edu.mt) or by registered post to Recruitment, National Literacy Agency, NCC, Triq Ġużè Abela Scolaro, Ħamrun HMR 1304, by not later than Tuesday, 4th February, 2025, at noon.

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

L-24 ta' Jannar, 2025

KUNSILL LOKALI Ħ'ATTARD

Impjieg mal-Kunsill Lokali Ħ'Attard għall-Full-time Handyman (Skala 16)

Numru tal-Vakanza 26/2025

Il-Kunsill Lokali Ħ'Attard se jilqa' applikazzjonijiet għal impjieg full-time għal post ta' Handyman (Skala 16).

Rekwiżiti ta' eliġibbiltà għall-kandidati prospettivi huma li ġejjin:

Fil-pussess ta' liċenzja tal-bini;
Esperjenza f'diversi xogħlijiet ta' manutenzjoni u tiswija inkluż xogħol ta' ilma, xogħol fl-elettriku, xogħol fl-injam (mastrudaxxa), tibjid u manutenzjoni ġenerali;
Kapaċità li tuża varjetà ta' għodod tal-idejn u tal-elettriku;
Stamina fiżika u kapaċità li twettaq xogħlijiet manwali;
Kapaċità li taħdem waħdek u bħala parti mill-grupp;
L-abbiltà li ssegwi l-linji gwida u regolamenti tas-sigurtà.

L-applikanti li jissodisfaw ir-rekwiżiti msemmija, u li jixtiequ japplikaw għal din il-kariga, jistgħu jibagħtu CV dettaljat flimkien ma' kopji taċ-ċertifikati rilevanti.

L-applikazzjonijiet għandhom jaslu l-uffiċċju sa mhux aktar tard mill-Ġimgħa, 31 ta' Jannar, 2025, permezz ta' ittra elettronika lil (attard.lc@gov.mt) jew bil-posta lil:

Segretarju Eżekuttiv
Kunsill Lokali Ħ'Attard
13/15, Triq Sant'Anna
Ħ'Attard

L-applikanti huma mistennija li jattendu għal intervista**.**

L-24 ta' Jannar, 2025

PULIZIJA TA' 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

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

24th January, 2025

Ħ'ATTARD LOCAL COUNCIL

Vacancy within Ħ'Attard Local Council for a Full-time Handyman (Scale 16)

Vacancy Number 26/2025

A vacancy has arisen within the Ħ'Attard Local Council for the post of a full-time Handyman (Scale 16).

Prospective candidates are required to possess the following requirements:

In possession of a mason's license;
Experience in a range of maintenance and repair tasks including plumbing, electrical work, carpentry, painting, and general building maintenance;
Ability to use a wide range of hand and power tools;
Physical stamina and ability to perform manual tasks;
Able to work independently and as a part of a team;
Willing to follow safety guidelines and policies.

Applicants who satisfy the above requirements, wishing to apply for this job, may submit a detailed Curriculum Vitae together with copies of relevant certificates.

Applications should reach the office by not later than Friday, 31st January, 2025, by email to (attard.lc@gov.mt) or by post addressed to:

The Executive Secretary
Kunsill Lokali Ħ'Attard
13/15, Triq Sant'Anna
Ħ'Attard

Candidates will be required to sit for an interview.

24th January, 2025

MALTA POLICE

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

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 tal- Pulizija.

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 sat-30 ta' Jannar, 2025, se jiġu rkantati u, jekk mhux mibjugħa, se jiġu meqruda.

Aktar informazzjoni tista' tinkiseb bin-numru tat-telefown 2294 2045 mid-9.00 a.m. sa nofsinhar, jew permezz ta' ittra elettronika lil (roderick.b.agius@gov.mt).

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 the Police 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 the 30th January, 2025, will be auctioned and, if not sold, will be destroyed.

Further information may be obtained on tel. 2294 2045 from 9.00 a.m. to noon, or by sending an email to (roderick.b.agius@gov.mt).

Għamla	Mudell	Kulur	Nru Ta' Reġistrazzjoni/ Chassis	Lokalità ta' tneħħija
Make	*Model*	*Colour*	*Registration/Chassis Number*	*Locality of removal*
Subaru	Sambar	Abjad	LCC407	Santa Venera
Alfa Romeo	147	Iswed	LCO716	Il-Gżira
Daihatsu	Zboom	Lewn il-fidda	FCO783	Paola
Nissan	March	Lewn il-fidda	IBW149	San Ġiljan
Toyota	Corolla	Griż	FAA284	Paola
Toyota	Aygo	Griż	DCU775	San Ġwann
Hyundai	I10	Abjad	JCC927	Santa Luċija
Hyundai	I20	Abjad	CBW094	Ħaż-Żebbuġ
Citroen	C5	Iswed	JCH261	Il-Qawra
Volkswagen	Polo	Abjad	EBC854	In-Naxxar
Vauxhall	Vivaro	Abjad	DCL171	Tas-Sliema
Peugeot	307	Iswed	GAN044	Il-Ħamrun
Suzuki	Alto	Blu	AAE351	Paola
Toyota	Vitz	Lewn il-fidda	NBG011	Il-Mellieħa
Peugeot	1007	Oranġjo	TEN070	L-Imrieħel
Audi	A5	Abjad	LDG769	L-Imrieħel

AWTORITÀ TAL-IPPJANAR

Aġġornament tal-Mappa Bażi 2018

L-Awtorità tal-Ippjanar tgħarraf lill-pubbliku li qiegħda twettaq aġġornament tal-mappa bażi. Għaldaqstant se jsiru sondaġġi permezz ta' droni f'din il-lokalità kif indikat fid-dati li ġejjin:

Ħal Kirkop – mis-27 sal-31 ta' Jannar, 2025

Aktar tagħrif jista' jinkiseb permezz ta' ittra elettronika lil (geomatics@pa.org.mt).

L-24 ta' Jannar, 2025

PLANNING AUTHORITY

Update to the 2018 Basemap

The Planning Authority notifies the general public that it is undertaking an update to the 2018 Basemap. To this extent it will be carrying out surveys by means of drones in the following locality on the following dates:

Ħal Kirkop – from 27th to 31st January, 2025

Any queries should be directed to (geomatics@pa.org.mt).

24th January, 2025

SPORTMALTA

Lista ta' kuntratti tal-offerti, kwotazzjonijiet u direct contracts mogħtija minn SportMalta matul il-perjodu bejn l-1 ta' Lulju, 2024 u l-31 ta' Diċembru, 2024, ippubblikata skont ir-Regolament 111(2) tar-Regolamenti tal-Kuntratti Pubbliċi L.S. 601.03

L-24 ta' Jannar, 2025

SPORTMALTA

List of tender contracts, quotation contracts, and direct contracts awarded by SportMalta during the period between 1st July, 2024 and 31st December, 2024, published in terms of Regulation 111(2) of the Public Procurement Regulations S.L. 601.03.

24th January, 2025

Offerti/*Tenders*

Nru	Nru. ta' Referenza tal-Offerta	Titlu tal-Offerta/Suġġett tal-Offerta	Data tal-Għotja	Isem il-Kuntrattur	Ammont tal-Kuntratt eskluża l-VAT
No.	*Tender Reference No.*	*Tender Title/Subject of Tender*	*Award Date*	*Contractor's Name*	*Contract Value Excluding VAT*
1	SM/41/2023/TEN – SPD1/2023/147	Supplies tender for the provision and installation of the main signage on the west side façade of the national pool complex, Tal-Qroqq for SportMalta	21-Aug-24	Charlo Vella	€15,900.00

Kwotazzjonijiet/*Quotations*

Nru	Nru. ta' Referenza tal-Kwotazzjoni	Isem tal-Kwotazzjoni	Data tal-Għotja	Isem il-Kuntrattur	Ammont tal-Kuntratt eskluża l-VAT
No.	*Quotation Reference Number*	*Quotation Title/ Subject of Quotation*	*Award Date*	*Contractor's Name*	*Contract Value Excl. VAT*
1	SM/22/2024/QUO	Call for Quotations for the Service of Cleaning of Underground Reservoir at the National Pool Complex, Tal-Qroqq	8-Aug-24	PT Matic Environmental Services Ltd	€6,499.50

Nru	Nru. ta' Referenza tal-Kwotazzjoni	Isem tal-Kwotazzjoni	Data tal-Għotja	Isem il-Kuntrattur	Ammont tal-Kuntratt eskluża l-VAT
No.	*Quotation Reference Number*	*Quotation Title/ Subject of Quotation*	*Award Date*	*Contractor's Name*	*Contract Value Excl. VAT*
2	SM/25/2024/QUO	Supply of an automatic cleaning pool robot for the National Pool Complex, Tal-Qroqq (re-issue)	8-Aug-24	Joe Caruana Curran	€7,500.00
3	SM/26/2024/QUO	Call for Quotations for the supply of diesel fuel for the Indoor Pool at the Cottonera Sports Complex (re-order)	5-Aug-24	Falzon Fuel Services Ltd	€9,310.00
4	SM/31/2024/QUO	Call for Quotation for the supply of FIG Competition Approved Un-Even Bars FULL Landing Mat and Top Mat	26-Sep-24	Air Track Italia srl	€6,409.83
5	SM/32/2024/QUO	Call for Quotations for the supply of diesel fuel for the Indoor Pool at the Cottonera Sports Complex (re-order)	16-Sep-24	Falzon Fuel Services Ltd	€9,280.00
6	SM/33/2024/QUO	Call for Quotations for the service of Pool Water Analysis	16-Sep-24	Tanti & Mallia Consultants Ltd	€7,200.00
7	SM/39/2024/QUO	Call for Quotations for the supply of Foam cubes for Marsa Sports Complex	2-Dec-24	Air Track Italia srl	€9,999.99

Direct Contracts

Nru	Nru. ta' Referenza tad-Direct Contract	Titlu tad-Direct Contract/ Suġġett tad-Direct Contract	Data tal-Għotja	Isem il-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	100/2024/17	Sewer connection works at the Marsa Sports Complex	24/9/2024	Schembri Infrastructures Ltd	€28,715.86

MINISTERU GĦAS-SAĦĦA U L-ANZJANITÀ ATTIVA

Anzjanità Attiva u Kura fil-Komunità

Lista ta' direct contracts mogħtija mill-Anzjanità Attiva u Kura fil-Komunità – MHA, fil-Ministeru għas-Saħħa u l-Anzjanità Attiva, matul il-perjodu bejn l-1 ta' Lulju, 2024 u l-31 ta' Diċembru, 2024, ippubblikata skont l-Artikolu 111 (2) tar-Regolamenti dwar l-Akkwist Pubbliku S.L 601.03.

L-24 ta' Jannar, 2025

MINISTRY FOR HEALTH AND ACTIVE AGEING

Active Ageing and Community Care

List of direct contracts awarded by the Active Ageing and Community Care – MHA, within the Ministry for Heath and Active Aging, during the period between 1st July, 2024 and 31st December, 2024, published in terms of Regulation 111(2) of the Public Procurement Regulations S.L. 601.03.

24th January, 2025

Direct Contracts

Nru *No.*	Numru ta' Referenza tad-Direct Contract *Direct Contract Reference Number*	Titlu tad-Direct Contract/ Suġġett tad-Direct Contract *Direct Contract Title/ Subject of Direct Contract*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's Name*	Valur tal-Kuntratt Eskluża l-VAT *Contract Value Excl. VAT*
1	CA22/2024	Negotiated Procedure for the supply, delivery and distribution of incontinence products for senior citizens and persons with disabilities in Malta	1/7/2024	Drugsales Ltd	€2,283,727.00
2	CA27/2024	Neg Procedure for the Provision of Long Term Care Beds at Casa Pinto – Renewal of Contract for 177 LTC Beds (ending 31/05/2029)	9/7/2024	Smart Care Pinto Ltd	€22,065,384.00
3	CA39/2024	Contract for Service for the Organisation of Music Sessions at Teatru Salesjan to Older Persons Sponsored by the Active Ageing and Community Care	30/7/2024	Fr Robert Falzon – Director Teatru Salesjan	€10,000.00
4	CA47/2024	Direct Order for the Leasing of Variable Height Motorised Beds to Eligible Persons in the Community	12/9/2024	OK Medical Ltd	€44,132.00
5	CA53/2024	Neg Procedure for the Provision of Long Term Care Beds at Villa Anna Teresa – for the buying of 50 LTC Beds (ending 30/09/2027)	16/9/2024	Villa Anna Teresa Operating Ltd	€4,215,750.00
6	CA57/2024	Contract for Service for a Psychiatrist to Perform Psychiatric Consultations for patients within the Active Ageing and Community Care	15/11/2024	Dr Kristian Sant	€10,000.00
7	CA59/2024	Contract for Service for Specialist in Family Medicine to perform duties within the Active Ageing and Community Care	1/12/2024	Dr Rebecca Galea	€10,000.00

Negotiated Procedures were conducted through Dept of Contracts/Direct Orders Office and Budget Office approvals

KUNSILL LOKALI FGURA

Sospensjoni ta' Traffiku u Parkeġġ

Il-Kunsill Lokali l-Fgura jgħarraf illi fit-termini tal-Avviż Legali 101/97, it-triq li tidher hawn taħt għandha tiġi klassifikata bħala Żona ta' Rmonk u No Entry kif indikat minn nhar il-Ħadd, 26 ta' Jannar, 2025.

Bis-saħħa ta' Artikolu 52(1) tal-Ordinanza dwar ir-Regolamenti tat-Traffiku (Kap 65), il-Kunsill Lokali l-Fgura jgħarraf li l-passaġġ u l-parkeġġ tal-vetturi huwa pprojbit fit-triq imsemmija hawn taħt fid-dati u ħinijiet indikati.

Kull moviment tat-traffiku (passaġġ u parkeġġ) huwa pprojbit nhar il-Ħadd, 26 ta' Jannar, 2025, mis-7.00 p.m. sat-3.00 p.m., minn Triq Hompesch, Triq il-Liedna u Triq il-Karmelitani.

Trasport pubbliku se jkun affettwat.

L-24 ta' Jannar, 2025

FGURA LOCAL COUNCIL

Suspension of Traffic and Parking

The Fgura Local Council hereby notifies that in terms of Legal Notice 101/97, the street listed hereunder is to be classified as Tow Zone and No Entry as indicated with effect on Sunday, 26th January, 2025.

In virtue of Section 52(1) of the Traffic Regulation Ordinance (Chapter 65), The Fgura Local Council hereby notifies that the transit and stopping of vehicles through the street mentioned hereunder is prohibited on the dates and times indicated.

All traffic movement (transit or parking) is prohibited on Sunday, 26th January, 2025 from 7.00 a.m. to 3.00 p.m through Triq Hompesch, Triq il-Liedna and Triq il-Karmelitani.

Public transport will be affected.

24th January, 2025

KUNSILL LOKALI L-MOSTA

Sospensjoni ta' Traffiku

Il-Kunsill Lokali l-Mosta jgħarraf li nhar is-Sibt, l-1 ta' Marzu, 2025, mid-9.00 a.m. sat-3.30 p.m., Pjazza Rotunda se tkun magħluqa għat-traffiku. Traffiku li jiġi minn Triq il-Kostituzzjoni se jkun devjat biss lejn Triq il-Kbira, traffiku li jiġi minn Triq il-Pont u Triq Sant'Anna mhux se jkollu aċċess għall-pjazza, u t-traffiku li jiġi minn Triq il-Kungress Ewkaristiku se jkun devjat għal Triq it-Torri.

It-trasport pubbliku se jkun affettwat.

L-24 ta' Jannar, 2025

MOSTA LOCAL COUNCIL

Suspension of Traffic

The Mosta Local Council notifies that on Saturday, 1st March, 2025, from 9.00 a.m. to 3.30 p.m., Pjazza Rotunda will be closed for traffic. Traffic coming from Triq il-Kostituzzjoni will only be diverted to Triq il-Kbira, traffic coming from Triq il-Pont and Triq Sant'Anna will not have access to the square, and traffic coming from Triq il-Kungress Ewkaristiku will be diverted to Triq it-Torri.

Public transport will be affected.

24th January, 2025

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

Sejħa għal Espressjoni ta' Interess MEYR/EOI/01/2025 – Parteċipazzjoni għall-iskema tas-servizzi offruti minn Gyms għall-Għajnuna Finanzjarja għaż-Żgħażagħ

Il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka, u l-Innovazzjoni huwa impenjat biex jippromovi stil ta' ħajja aktar sana fost iż-żgħażagħ f'Malta u Għawdex fejn għaraf il-ħtieġa li jinkoraġġixxi l-attività fiżika u għalhekk il-Ministeru żviluppa Sistema ta' Appoġġ Finanzjarja għaż-Żgħażagħ. Din l-inizjattiva hija valida għal dawk iż-żgħażagħ imwielda bejn l-2005 u l-2007, billi toffrilhom sitt xhur ta' abbonament b'xejn li jissarrfu f'sitt xhur sħubija f'gyms. Is-sistema hija allinjata mal-prijoritajiet nazzjonali

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Call for Expression of Interest MEYR/EOI/01/2025 – Participation from Gyms in the Youth Fitness Support Scheme (YFSS)

The Ministry for Education, Sport, Youth, Research, and Innovation is committed to fostering a healthier lifestyle among youths in Malta and Gozo. Recognising the need to promote physical activity and well-being, the Ministry has developed the Youth Fitness Support Scheme (YFSS). This initiative targets youths born between 2005 and 2007, offering them six months of free gym membership. The scheme aligns with national priorities for health promotion and youth development, aiming to create a culture of health-

għall-promozzjoni tas-saħħa u l-iżvilupp taż-żgħażagħ, u għandha l-għan li toħloq kultura ta' għarfien dwar is-saħħa fost iż-żgħażagħ.

Il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni qed jistieden lil dawk il-gyms kollha madwar Malta u Għawdex li huma interessati li joffru s-servizzi tagħhom għal din l-iskema sabiex jissottomettu l-applikazzjoni tagħhom. Id-dokument tal-Espressjoni ta' Interess jista' jinkiseb minn (https://edukazzjoni.gov.mt/wp-content/uploads/2025/01/Espressjoni-tInteress-YFSS-3.pdf).

L-applikazzjonijiet għandhom jiġu sottomessi sa nofsinhar tal-Ġimgħa, 21 ta' Frar, 2025.

Aktar informazzjoni jew kjarifiki jistgħu jinkisbu permezz ta' ittra elettronika lil (yfss.meyr@gov.mt).

L-24 ta' Jannar, 2025

KUNSILL LOKALI Ż-ŻEJTUN

Il-Kunsill Lokali ż-Żejtun jgħarraf illi:

Sad-9.30 a.m. ta' nhar il-Ġimgħa, 14 ta' Frar, 2025, fil-Kunsill Lokali ż-Żejtun jintlaqgħu offerti permezz tal-ePPS għal:

Avviż Nru 01/25. Provvisti – xiri ta' tail lift truck użat b'emissjonijiet baxxi għall-Kunsill Lokali ż-Żejtun

Id-dokumenti tal-offerta huma bla ħlas u jiġu miksuba/imniżżla u milqugħa BISS mis-sit elettroniku (www.etenders.gov.mt).

Kull kjarifika jew addenda lid-dokument jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

Il-Kunsill Lokali jżomm id-dritt li jirrifjuta kull offerta, anke l-aktar waħda vantaġġjuża.

L-24 ta' Jannar, 2025

KUNSILL LOKALI HAŻ-ŻEBBUĠ

Il-Kunsill Lokali Ħaż-Żebbuġ jgħarraf illi:

Sejħiet għall-offerti għandhom jintlaqgħu mill-Kunsill Lokali Ħaż-Żebbuġ permezz tal-ePPS, sal-11.00 a.m. ta' nhar it-Tnejn, 24 ta' Frar, 2025, għal:

Avviż Nru ZBGLC01/2025. Tisbiħ ta' oqsma tad-djar f'Ħal Mula, Ħaż-Żebbuġ, bl-użu ta' prodotti, prattiki u proċessi li ma jagħmlux ħsara 'l-ambjent.

consciousness among young citizens whilst reducing public health costs in the long term.

Therefore, the Ministry for Education, Sport, Youth, Research and Innovation is inviting all gyms around Malta and Gozo which are interested in offering their services in the Youth Fitness support scheme to submit their application. The Expression of Interest document may be accessed from (https://education.gov.mt/wp-content/uploads/2025/01/Expression-of-Interest-Document-YFSS-3.pdf).

Applications must be received by not later than noon of Friday, 21st February, 2025.

Further information or clarification may be obtained by email to (yfss.meyr@gov.mt).

24th January, 2025

ŻEJTUN LOCAL COUNCIL

The Żejtun Local Council notifies that:

Tenders will be received at the Żejtun Local Council through ePPS, up to 9.30 a.m. of Friday, 14th February, 2025, for:

Advt No. 01/25. Supplies – purchase of a used low emission tail lift truck for Żejtun Local Council

Tender documents are free of charge and are to be viewed/downloaded and submitted ONLY through the etenders website (www.etenders.gov.mt).

Any clarifications or addenda to the tender document will be uploaded and available to view and download from this same website.

The Local Council reserves the right to refuse any offer, even the most advantageous.

24th January, 2025

ĦAŻ-ŻEBBUĠ LOCAL COUNCIL

The Ħaż-Żebbuġ Local Council notifies that:

Tenders will be received at the Ħaż-Żebbuġ Local Council through ePPS, up to 11.00 a.m. on Monday, 24th February, 2025, for:

Advt No. ZBGLC01/2025. Embellishment of the housing estates in Ħal Mula, Ħaż-Żebbuġ, using environmentally friendly products, practices and processes.

Id-dokumenti tal-offerta huma bla ħlas u jiġu miksuba, imniżżla u milqugħa BISS mis-sit elettroniku tal-etenders (www.etenders.gov.mt).

Kull kjarifika jew addenda lid-dokument tal-offerta jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

Il-Kunsill Lokali jżomm id-dritt li jirrifjuta kull offerta, anke l-aktar waħda vantaġġjuża.

Dan il-proġett huwa iffinanzjat lokalment.

L-24 ta' Jannar, 2025

Tender documents are free of charge and are to be viewed/downloaded and submitted ONLY through the etenders website on (www.etenders.gov.mt).

Any clarifications or addenda to the tender document will be uploaded and available to view and download from this same website.

The Local Council reserves the right to refuse any offer, even the most advantageous.

This project is being financed through local budget.

24th January, 2025

AVVIŻI TAL-QORTI – *COURT NOTICES*

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B'dan l-avviż ikun magħruf illi b'rikors ippreżentat fil-Qorti, Sezzjoni ta' Ġuriżdizzjoni Volontarja, fl-10 ta' Settembru, 2024, Rikors numru 925/2021/1, minn Carmelo Cachia, fejn insegwitu tar-rikors Joseph Galea li għandu karta tal-identità numru 604262M, ġie rikonfermat permezz ta' digriet mogħti fit-2 ta' Diċembru, 2024, taħt il-kundizzjonijiet hemm imsemmija.

Reġistru tal-Qorti Ċivili (Sezzjoni ta' Ġuriżdizzjoni Volontarja)

Illum 21 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By means of an application filed in Civil Court of Voluntary Jurisdiction Section, on the 10th September, 2024, Application number 925/2021/1, by Carmelo Cachia, whereby following the application, Joseph Galea holding identity card number 604262M, was reconfirmed by means of a decree given on the 2nd December, 2024, under all the conditions therein mentioned.

Registry of the Civil Court (Voluntary Jurisdiction Section)

Today 21st January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Court and Tribunals

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Avviż mir-Reġistru tal-Prim'Awla tal-Qorti Ċivili

Billi Anatoly Sergeevich Knyazev (KI317619L) ippreżentaw rikors (numru 15/2025JVC) fejn giet mitluba l-korrezzjoni tal-Att Twelid numru 3176/19 fir-Reġistru Pubbliku.

Kull min jidhirlu li għandu interess u jrid jopponi dik it-talba, b'dan l-avviż huwa msejjaħ sabiex ifisser il-fehma tiegħu, b'nota li għandha tiġi ppeżentata fir-Reġistru ta' dawn il-Qrati fi żmien ħmistax-il ġurnata mill-ħruġ ta' dan l-avviż fil-Gazzetta tal-Gvern.

Dawk illi, fiż-żmien fuq imsemmi, ikunu ppreżentaw dik in-nota, għandhom jiġu notifikati b'kopja tar-rikors ġuramentat hawn fuq imsemmi bil-ġurnata li tingħata għas-smigħ tal-kawża.

B'ordni tal-Qorti,

Notice, Registry of the Civil Court, First Hall

Whereas Anatoly Sergeevich Knyazev (ID 317619L) filed an application (number 15/2025JVC) demanding the correction of the Act of Birth number 3176/19 in the Public Registry.

Whosoever may have an interest therein, and wishes to oppose that demand, is hereby called upon to do so, by means of a note to be filed in the Registry of these Courts, within fifteen days from the day of the publication of this present notice in the Government Gazette.

Those who, within the aforesaid time, shall have filed such note, shall be notified by the service of a copy of the said application under oath, of the day which will be appointed for the hearing of the case.

By order of the Court,

Reġistru tal-Qorti Superjuri,

Illum 20 ta' Jannar, 2025

CORA CATANIA
Għar-Reġistratur, Qrati Ċivili u Tribunali

Registry of the Superior Court,

Today 20th January, 2025

CORA CATANIA
For Registrar, Civil Courts and Tribunals

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ARB/C008/2025 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fit-18 ta' Jannar, 2025, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Nadia H. Vella, LLD). Kumpilazzjoni Numru 47/2025, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

ERIK HORVATH, pustier, ta' 42 sena, iben Orvan Horvath u Terezia Horvath, imwieled Körmend, l-Ungerija, fit-30 ta' Marzu, 1982, u residenti f'25, Upperton Road, Leicester, Ir-Renju Unit, u detentur ta' karta tal-identità Ungeriża bin-numru 6508651A u/jew 435599DE.

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 ERIK HORVATH 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' ħmistax-il elf, tliet mija u sitta u ħamsin ewro u ħamsa u għoxrin ċenteżmu (€15,356.25) u dan ai termini tal-Artikolu 5 tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta, tal-Artikolu 23A tal-Kodiċi Kriminali, Kap. 9 tal-Liġijiet ta' Malta, 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 5, fl-Artikolu 23A, fl-Artikolu 36 (1) u fl-Artikolu 36 (4)(a) tkun ħatja ta' reat u teħel meta tinstab ħatja multa ta' mhux iżjed minn tnax-il elf ewro (€12,000), jew priġunerija għal żmien ta' mhux iżjed minn tnax-il (12) xahar, jew dik il-multa u priġunerija flimkien.

Kull trasferiment ieħor jew tneħħija oħra ta' proprjetà li jsiru bi ksur ta' dik l-ordni tal-Qorti jkunu nulli u ma jkollhom ebda effett fil-liġi.

Illum 21 ta' Jannar, 2025

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

ARB/C008/2025 –SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 18th January, 2025, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Nadia H. Vella, LLD). Compilation Number 47/2025, in the case:

The Republic of Malta

Versus

ERIK HORVATH, postman, 42 years, son of Orvan Horvath and Terezia Horvath, born in Körmend, Hungary, on the 30th March, 1982, and residing at 25, Upperton Road, Leicester, United Kingdom, and holder of a Hungarian identity card bearing number 6508651A and/or 435599DE.

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 ERIK HORVATH 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 fifteen thousand, three hundred and fifty-six euro and twenty-five cents (€15,356.25), and this in terms of Article 5 of the Prevention of Money Laundering Act, Cap. 373 of the Laws of Malta, Article 23A of the Criminal Code, Cap. 9 of the Laws of Malta, 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 5, Article 23A, Article 36 (1) and Article 36 (4)(a) referred to above shall be guilty of an offence and shall on conviction be liable to a fine (multa) not exceeding twelve thousand euro (€12,000), or to imprisonment for a period not exceeding twelve (12) months, or to both such fine and imprisonment.

Any transfer or other disposal of any property made in contravention of the said Court order shall be null and without effect at law.

Today 21st January, 2025

MR ANTON SEVASTA
Director, Asset Recovery Bureau

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ARB/C034/2024 – VARJAZZJONI TAL-ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fl-20 ta' Jannar, 2025, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (Maġistrat Dott. Rachel Montebello, LLD). Kumpilazzjoni Numru 161/2024, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

ROGER AGIUS, uffiċjal pubbliku, ta' 46 sena, iben il-mejjet Paul Agius u Maria Melita Agius xebba Zarb, imwieled San Ġiljan, Malta, fis-26 ta' Lulju, 1978, u residenti f'4, 'Carmen', Triq San Vinċenz, Birżebbuġa, u/jew 'Maria Dolores', Triq il-Karmnu, Ħal Luqa, u detentur ta' karta tal-identità Maltija bin-numru 396578M.

EMANUEL SPAGNOL;

DUSTIN CARUANA;

LUKE SALIBA;

U

SILVIO (SILVIO JOHN) GRIXTI;

Il-Qorti AWTORIZZAT lill-imputat ROGER AGIUS li jirċievi s-salarju tiegħu direttament fil-kont tal-bank intestat f'ismu li jispiċċa -0669 u miżmum mal-Bank of Valletta plc, minn liema kont l-imputat jista' jiżbanka s-salarju tiegħu sal-ammont stabbilit mill-Ministru b'ordni fil-Gazzetta tal-Gvern ta' Malta Nru. 21,191 permezz tal-Avviż Legali 31 tal-2024 – Ordni tal-2024 li Jistabbilixxi l-Ammont Massimu Rilaxxjabbli lil Persuni li jkunu Suġġetti għal Ordnijiet ta' Sekwestru jew għal Ordnijiet ta' Qbid u Ffriżar taħt l-Att dwar ir-Rikavat mill-Kriminalità, ta' wieħed u għoxrin elf, disa' mija u ħamsa u erbgħin ewro (€21,945) kull sena bħala l-ammont massimu, b'seħħ mit-28 ta' Jannar, 2025 'il quddiem.

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. Rachel Montebello, LLD), fil-5 ta' April, 2024, li ġiet ippubblikata fil-Gazzetta tal-Gvern fil-31 ta' Mejju, 2024, 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' ROGER

ARB/C034/2024 – VARIATION OF A SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 20th January, 2025, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Rachel Montebello, LLD). Compilation Number 161/2024, in the case:

The Republic of Malta

Versus

ROGER AGIUS, public officer, 46 years, son of the late Paul Agius and Maria Melita Agius née Zarb, born in St Julian's, Malta, on the 26th July, 1978, and residing at 4, 'Carmen', Triq San Vinċenz, Birżebbuġa, and/or 'Maria Dolores', Triq il-Karmnu, Ħal Luqa, and holder of Maltese identity card bearing number 396578M.

EMANUEL SPAGNOL;

DUSTIN CARUANA;

LUKE SALIBA;

AND

SILVIO (SILVIO JOHN) GRIXTI;

The Court AUTHORISED the accused ROGER AGIUS to receive his monthly salary in the bank account registered in his name ending in -0669 and held at the Bank of Valletta plc, from which account the accused may perceive his salary up to the amount established by the Minister by order in the Government Gazette of Malta No. 21,191 through Legal Notice 31 of 2024 – Establishment of Maximum Amount which may be Released to Persons who are Subject to Attachment Orders or to Seizing and Freezing Orders under the Proceeds of Crime Act Order, 2024, of twenty-one thousand, nine hundred and forty-five euro (€21,945) annually as the maximum amount, with effect from the 28th January, 2025 onwards.

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 Rachel Montebello, LLD) on the 5th April, 2024, which was published in the Government Gazette on the 31st May, 2024, 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 ROGER AGIUS,

AGIUS, Emanuel Spagnol, Dustin Caruana, Luke Saliba, u Silvio (Silvio John) Grixti.

Illum 21 ta' Jannar, 2025

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

Emanuel Spagnol, Dustin Caruana, Luke Saliba, and Silvio (Silvio John) Grixti.

Today 21st January, 2025

MR ANTON SEVASTA
Director, Asset Recovery Bureau

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ARB/C017/2023 – VARJAZZJONI TAL-ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fl-20 ta' Jannar, 2025, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Rachel Montebello, LLD). Kumpilazzjoni Numru 247/2023, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

SHERZOD RABBIMOV, direttur, ta' 41 sena, iben il-mejjet Narzulla Rabbimov u Dilbar Rabbimova xebba Muminova, imwieled l-Użbekistan fil-11 ta' Lulju, 1983, u residenti fi 63, Queen's Peak, Flat 12, Triq il-Port Ruman, San Pawl il-Baħar, u detentur ta' dokument ta' identifikazzjoni Malti bin-numru 462512L u dokument ta' identifikazzjoni Malti skadut bin-numru 34110A.

U

MATNAZAR MAMUROV;

Il-Qorti ORDNAT illi l-varjazzjoni tal-ordni ta' qbid u ffriżar maħruġa fuq digriet mogħti fil-5 ta' Novembru, 2024, fir-rigward tal-imputat SHERZOD RABBIMOV m'għandhiex tibqa' limitata għall-assi msemmija, iżda minflok għandha tiġi limitata esklussivament għas-segwenti proprjetà immobbli:

Flat 7, Block D, Binja Kordin, Pjazza Sant' Antnin, Raħal Ġdid, bil-valur minimu ta' €190,000;

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.

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) fit-2 ta' Mejju, 2023, li ġiet ippubblikata fil-Gazzetta tal-Gvern

ARB/C017/2023 – VARIATION OF SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 20th January, 2025, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry – (Magistrate Dr Rachel Montebello, LLD). Compilation Number 247/2023, in the case:

The Republic of Malta

Versus

SHERZOD RABBIMOV, director, 41 years, son of the late Narzulla Rabbimov and Dilbar Rabbimova née Muminova, born in Uzbekistan on the 11th July, 1983, and residing at 63, Queen's Peak, Flat 12, Triq il-Port Ruman, St Paul's Bay, and holder of Maltese identification document bearing number 462512L and expired Maltese identification document bearing number 34110A.

AND

MATNAZAR MAMUROV;

The Court ORDERED that the variation of seizing and freezing order issued in accordance with the decree dated 5th November, 2024, in respect to the accused SHERZOD RABBIMOV shall no longer be limited to the mentioned assets, but shall instead be limited exclusively to the following immovable property:

Flat 7, Block D, Binja Kordin, Pjazza Sant' Antnin, Paola, with a minimum value of €190,000;

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 2nd May, 2023, which was published in the

fit-12 ta' Mejju, 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' SHERZOD RABBIMOV u Matnazar Mamurov.

Illum 21 ta' Jannar, 2025

IS-SUR ANTON SEVASTA
Direttur, Uffiċċju għall-Irkupru tal-Assi

Government Gazette on the 12th May, 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 SHERZOD RABBIMOV and Matnazar Mamurov.

Today 21st January, 2025

MR ANTON SEVASTA
Director, Asset Recovery Bureau

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B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fis-7 ta' Jannar, 2025, fl-atti tal-Mandat ta' Inibizzjoni numru 978/2024/1AJD, li ġie ppreżentat fil-11 ta' Ġunju, 2024, fl-ismijiet: Bugeja Carlos Dott. Avukat noe vs Rowan John Robert et, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187 et sequitur tal-Kap.12, biex isservi ta' notifika fil-konfront tal-intimati. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Dina l-Onorabbli Qorti jogħġobha tordna l-ħruġ ta' Mandat ta' Inibizzjoni kontra l-intimati.

Il-Mandat ta' Inibizzjoni fl-ismijiet imsemmija hawn fuq huwa differit għas-smigħ nhar is-7 ta' Frar, 2025, fid-9.10 a.m.

Notifika Intimati: Rowan John Robert u Rowan Christine Margaret, 143, Juniper Mews, Flat 4, Triq San Ġwann, Ħal Għargħur

Reġistru tal-Qrati Superjuri, illum 16 ta' Jannar, 2025

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 7th January, 2025, in the records of the Warrant of Prohibitory Injunction number 978/2024/1AJD, which was filed on the 11th June, 2024, in the names: Bugeja Carlos Doctor Advocate noe vs Rowan John Robert et, the following publication was ordered, in terms of Article 187 et sequitur of Cap.12, for the purpose of service of the respondents. The applicant asked this Honourable Court to, among others: This Honourable Court orders the issuing of the Warrant of Prohibitory Injunction against the respondents.

The Warrant of Prohibitory Injunction in the names mentioned above is adjourned for hearing on 7th February, 2025, at 9.10 a.m.

Notify Respondents: Rowan John Robert u Rowan Christine Margaret 143, Juniper Mews, Flat 4, Triq San Ġwann, Ħal Għargħur

Registry of the Superior Courts, today 16th January, 2025

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

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B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, Sede Kostituzzjonali, fit-28 ta' Novembru, 2024, fl-atti tar-Rikors Kostituzzjonali numru 438/2024DC, li ġie ppreżentat fl-24 ta' Settembru, 2024, fl-ismijiet: Galea Maria Pia k/a Marian et vs Mckeon Maria Victoria sive Vivienne et, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187 et sequitur tal-Kap.12, biex isservi ta' notifika fil-konfront tal-intimati. Ir-rikorrenti talbu lil din l-Onorabbli Qorti sabiex fost oħrajn: Tikkundanna lill-intimati jew min minnhom, sabiex iħallsu l-istess kumpens u danni hekk likwidati. Bl-ispejjeż kontra l-intimati li huma inġunti għas-subizzjoni.

Ir-Rikors Kostituzzjonali fl-ismijiet imsemmija hawn fuq huwa differit għall-11 ta' Marzu, 2025, fid-9.15 a.m.

By means of a decree given by the Civil Court, First Hall, Constitutional Jurisdiction, on the 28th November, 2024, in the records of the Constitutional Application number 438/2024DC, which was filed on the 24th September, 2024, in the names: Galea Maria Pia k/a Marian et vs Mckeon Maria Victoria sive Vivienne et, the following publication was ordered, in terms of Article 187 et sequitur of Cap.12, for the purpose of service of the respondents. The applicants asked this Honourable Court to, among others: Condemn the respondents or either of whom, to pay the same compensation and damages so liquidated. With costs 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 11th March, 2025, at 9.15 a.m.

Notifika Intimata: Mckeon Maria Victoria sive Vivienne, 28, Triq Tal-Ġebel, Birżebbuġa

Reġistru tal-Qrati Superjuri, illum 2 ta' Jannar, 2025

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
Għar-Reġistratur, Qrati Ċivili u Tribunali

Notify Respondent: Mckeon Maria Victoria sive Vivienne, 28, Triq Tal-Ġebel, Birżebbuġa

Registry of the Superior Courts, today 2nd January, 2025

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

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B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fit-8 ta' Jannar, 2025, fl-atti tar-Rikors Ġuramentat numru 1275/2024AF, li ġie ppreżentat fil-22 ta' Novembru, 2024, fl-ismijiet: Michael Debono Limited vs Bhin K C Kamal, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187 et sequitur tal-Kap.12, biex isservi ta' notifika fil-konfront tal-intimat. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Tikkundanna lill-konvenut sabiex iħallas l-ammont ta' erbgħa u għoxrin elf, ħames mija u tletin ewro u tnejn u tletin ċenteżmu (€24,530.32ċ). Bl-ispejjeż kollha u bl-imgħax legali kontra l-konvenut li huwa minn issa inġunt għas-subizzjoni.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għad-29 ta' Jannar, 2025, fid-9.00 a.m.

Notifika Intimat: Bhin K C Kamal, 31, Triq il-Ferrovija l-Qadima, Birkirkara

Reġistru tal-Qrati Superjuri, illum 23 ta' Jannar, 2025

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 8th January, 2025, in the records of Sworn Application number 1275/2024AF, which was filed on the 22nd November, 2024, in the names: Michael Debono Limited vs Bhin K C Kamal, the following publication was ordered, in terms of Article 187 et sequitur of Cap.12, for the purpose of service of the respondent. The applicant asked this Honourable Court to, among others: Condemn the defendant to pay the amount of twenty four thousand, five hundred and thirty euros and thirty two cents (€24,530.32c). With all costs and legal interest against the defendant who is from now summoned so that a reference to his evidence be made.

The Sworn Application in the names mentioned above is postponed to 29th January, 2025, at 9.00 a.m.

Notify Respondent: Bhin K C Kamal, 31, Triq il-Ferrovija l-Qadima, Birkirkara

Registry of the Superior Courts, today 23rd January, 2025

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

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Avviż mir-Reġistru Qorti Ċivili (Sezzjoni Familja)

Billi r-rikorrenti Nadim Mahram Abdul Gader (KI 167513L) ippreżenta rikors ġuramentat (numru 216/24 AL) fejn talab il-korrezzjoni tal-Att tat-Twelid ta' Khairy Nadem Francesco Caruana bin-numru 2796/2023 fir-Reġistru Pubbliku.

Kull min jidhirlu li għandu interess u jrid jopponi dik it-talba, b'dan l-avviż huwa msejjaħ sabiex ifisser il-fehma tiegħu, b'nota li għandha tiġi ppeżentata fir-Reġistru ta' dawn il-Qrati fi żmien ħmistax-il ġurnata mill-ħruġ ta' dan l-avviż fil-Gazzetta tal-Gvern.

Dawk illi, fiż-żmien fuq imsemmi, ikunu ppreżentaw dik in-nota, għandhom jiġu notifikati b'kopja tar-rikors ġuramentat hawn fuq imsemmi bil-ġurnata li tingħata għas-smigħ tal-kawża.

Notice, Registry of the Civil Court (Family Section)

Whereas the plaintiff Nadim Mahram Abdul Gader (ID 167513L) filed an application under oath (number 216/24 AL) demanding corrections of the Act of Birth of Khairy Nadem Francesco Caruana, registration number 2796/2023 in the Public Registry.

Whosoever may have an interest therein, and wishes to oppose that demand, is hereby called upon to do so, by means of a note to be filed in the Registry of these Courts, within fifteen days from the day of the publication of this present notice in the Government Gazette.

Those who, within the aforesaid time, shall have filed such note, shall be notified by the service of a copy of the said application under oath, of the day which will be appointed for the hearing of the case.

B'ordni tal-Qorti

Reġistru tal-Qorti Superjuri

Illum 23 ta' Jannar, 2025

RITA VELLA BALDACCHINO
Għar-Reġistratur, Qrati Ċivili u Tribunali

By order of the Court

Registry of the Superior Court

This 23rd January, 2025

RITA VELLA BALDACCHINO
For Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fl-20 ta' Diċembru, 2024, mill-Qorti, Prim'Awla, fl-atti tal-ittra uffiċjali numru 4468/2024, fl-ismijiet Luke Piscopo vs Elizabeth Camilleri et, ordnat is-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront ta' Bernard Bondin a tenur tal-Artikolu 187(3) et sequitur tal-Kap. 12.

Fil-Prim'Awla tal-Qorti

Illum 26 ta' Settembru, 2024

Lil Elizabeth Camilleri

Bernard Bondin ta' 28, Triq San Ġorġ, Bormla

Citadel Insurance plc

Permezz tal-preżenti Luke Piscopo (KI 366186M) ta' Flat 5, Blcok 4, Triq il-Vittorja, L-Isla, Malta, b'referenza għall-inċident stradali li seħħ fit-12 ta' Diċembru, 2022, bejn il-vettura bin-numru ta' reġistrazzjoni KRT 116 u l-mutur bin-numru ta' reġistrazzjoni XEF 086 ġewwa d-Daħla ta' San Tumas, iż-Żejtun, Malta, kif ukoll b'referenza għall-claim li ġġib in-numru CAM/PCC/22/194143 li diġà nġibet a konjizzjoni tagħkom permezz ta' diversi komunikazzjonijiet elettroniċi;

Illi kif ikkonfermajtu intom stess, l-esponenti ma kellu l-ebda tort fl-inċident li seħħ bejnu u bejn l-assigurat tagħkom u għaldaqstant għandu jingħata kumpens xieraq skont il-valur tas-suq tal-mutur inkwistjoni;

Illi minkejja l-ammissjoni tagħkom stess kif imfissra hawn fuq intom waqqaftu kull tip ta' komunikazzjoni minn mal-esponenti u bqajtu ma rsaqtux għal-likwidazzjoni tal-ammont dovut minnkom;

Illi l-esponenti qiegħed jinterpellak sabiex fi żmien ħamest (5) ijiem min-notifika ta' din l-ittra ġudizzjarja inti tersaq għal-likwidazzjoni tad-danni sofferti mill-esponenti;

Illi l-istess jinformak li f'każ illi t-terminu lilek mogħti jgħaddi inutilment huwa ma jkollu ebda alternattiva oħra, għajr li jipproċedi ulterjoment fil-konfront tiegħek bil-mezzi kollha li trid il-liġi.

By means of a decree of the 20th December, 2024, of the Civil Court, First Hall, in the records of judicial letter number 4468/2024, in the names Luke Piscopo vs Elizabeth Camilleri et, the following publication was ordered for the purpose of effecting service on the respondent Bernard Bondin in terms of Article 187(3) et sequitur of Cap. 12.

In the First Hall of the Civil Court

Today 26th September, 2024

To Elizabeth Camilleri

Bernard Bondin of 28, Triq San Ġorġ, Cospicua

Citadel Insurance plc

By the present Luke Piscopo (KI 366186M) of Flat 5, Block 4, Triq il-Vitorjua, Senglea, Malta, with reference to the road accident which occurred on the 12th December, 2022, between the vehicle with registration number KRT 116 and the motor with registration number XEF 086 at Id-Daħla ta' San Tumas, Żejtun, Malta, as well as with reference to claim holding number CAM/PCC/22/194143 which has already been brought to your notice through various electronic communications;

As you confirmed, the applicant had no fault in the accident which occurred between him and your insured and thus adequate compensation should be given according to the market value of the motorcycle in question;

That despite your own admission as explained above you stopped all kinds of communication with the interpellant and did not come forward for the liquidation of the amount due by you;

That the interpellant is calling upon you so that within five (5) days from the service of this judicial letter you come forward for liquidation for the damages suffered by the interpellant;

That the same informs you that in case the time given to you passes uselessly he will have no alternative but to proceed further against you by all the means permitted by law.

Tant biex tagħrfu tirregolaw ruħkom u biex jiġu evitati spejjeż u proċeduri inutili.

Din l-ittra qiegħda ssir senjatament iżda mhux limitatament għal skopijiet ta' interruzzjoni ta' preskrizzjoni u ai termini tal-Kap. 12 u Kap. 16 tal-Liġijiet ta' Malta.

Bl-ispejjeż u interessi legali

Reġistru tal-Qrati tal-Superjuri, illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur tal-Qrati Ċivili u Tribunali

So much so that you may know how to regulate yourselves and to avoid useless costs and procedures.

This letter is being made especially but not limitedly for the purposes of interrupting prescription and in terms of Cap. 12 and Cap. 16 of the Laws of Malta.

With costs and legal interest

Registry of the Superior Courts, today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fil-15 ta' Ottubru, 2024, fl-atti tal-ittra uffiċjali numru 2962/2024, fl-ismijiet George Borg et vs Bartholomeo Bonett et, il-Prim'Awla tal-Qorti ordnat is-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimati Bartholomeo Bonett u Nadia Bonett a tenur tal-Artikolu 187(3) et sequitur tal-Kap. 12.

Fil-Prim'Awla tal-Qorti

Illum 27 ta' Ġunju, 2024

Lil: Bartholomeo Bonett (KI 444966M) ta' Il Girna, Triq Dun Karm, Birkirkara
Nadia Bonett (KI 401372M) ta' Il-Girna, Triq Dun Karm, Birkirkara

Permezz tal-preżenti ittra ufficjali, George Borg (KI 349953M), Josephine Ann sive Josianne Borg (KI 357956M), Nicholas Bonnici (KI 541864M), Jean Paul Bonnici (KI 195901L), Simon Muscat (KI 570662M), l-Avukat Dott. Reuben Farrugia (KI 248072M) u l-Prokuratur Legali Nicholette Aquilina jinterpellawkom sabiex fi żmien jumejn mid-data tan-notifika ta' din l-ittra uffiċjali intom tħallsu s-somma ta' €2394.50 rappreżentanti ammont dovut bħala drittijiet professjonali u spejjeż inkonnessjoni mal-kawża fl-ismijiet George Borg et vs Bartholomeo Bonett et (Rikors numru 610/15) liema kawża giet deċiża fil-21 ta' Mejju, 2024, mill-Onorabbli Qorti tal-Appell (Superjuri) u dan skont it-Taxxa Uffiċjali maħruġa mir-Reġistratur tal-Qorti hawn annessa u markata bħala Dok. A u skont l-proporzjon ikkalkolat skont id-dokument hawn anness u market bħala Dok. B.

F'każ li intom tonqsu milli tħallsu s-somma fuq indikata fiż-żmien lilkom prefiss sejrin jiġu istitwiti proċeduri ulterjuri kontra tagħkom mingħajr preavviż ieħor.

Din l-ittra ufficjali qed tintbagħat ukoll għal finijiet tal-artikolu 64 tal-Kap. 12 tal-Liġijiet ta' Malta.

By means of a decree of the 15th October, 2024, in the records of the judicial letter number 2962/2024, in the names George Borg et vs Bartholomeo Bonett et, the First Hall of the Civil Court ordered the following publication for the purpose of effecting service on the respondents Bartholomeo Bonett and Nadia Bonett in terms of Article 187(3) et sequitur of Cap. 12.

In the First Hall of the Civil Court

Today 27th June, 2024

To Bartholomeo Bonett (ID 444966M) of Il Girna, Triq Dun Karm, Birkirkara
Nadia Bonett (KI 401372M) ta' Il-Girna, Triq Dun Karm, Birkirkara.

By means of this present, George Borg (ID 349953M), Josephine Ann sive Josianne Borg (ID 357956M), Nicholas Bonnici (ID 541864M), Jean Paul Bonnici (ID 195901L), Simon Muscat (ID 570662M), Advocate Doctor Reuben Farrugia (ID 248072M) and Legal Procurator Nicholette Aquilina solicit you so that within two days from the notification of this judicial letter you pay the amount of €2394.50 representing the amount due as professional fees and costs in connection with the law suit in the names George Borg et vs Bartholomeo Bonett et (Application number 610/15) which cause was decided on the 21st May, 2024, by the Honourable Court of Appeal (Superior) and this according to an official Bill of costs issued by the Registrar of Courts here attached and marked as Doc. A and according to the proportion calculated according to the attached document and marked as Doc. B.

In case you fail to pay the amount above mentioned within the time given further procedures will be filed against you without further notice.

This judicial letter is being sent for the purpose of Article 64 Cap. 12 of the Laws of Malta.

Bl-ispejjeż u bl-imgħax skont il-liġi

Reġistru tal-Qrati Superjuri, illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur tal-Qrati Ċivili u Tribunali

With costs and interest according to law

Registry of the Superior Courts, today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fid-9 ta' Diċembru, 2024, mill-Bord li Jirregola l-Kera fl-atti tar-rikors fl-ismijiet Doris Borg Muscat vs Oliver Ellul et, Rikors numru 422/2024JG, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimati Oliver u Madeleine Ellul a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Doris Borg Muscat (KI 92741M) vs Oliver Ellul (KI 732038M) u martu Madeleine Ellul (KI 913544M) u lAwtorità tad-Djar ippreżentat fil-Bord li Jirregola l-Kera fit-18 ta' Ottubru, 2024, ir-rikorrenti Doris Borg Muscat (KI 92741M) talbet lil dan l-Onorabbli Bord għaliex m'għandux:

i. Jiddikjara u jiddeċiedi li l-intimati Oliver u Madeleine konjuġi Ellul huma l-inkwilini tal-fond numru 423, li jġib l-isem Wilton, fi Triq D'Argens, Il-Gżira, ai termini tal-artikolu 2 tal-Ordinanza li Tirregola t-Tiġdid tal-Kera tal-Bini kif emendata bl-att XXIV tal-2021;

ii. Jordna li jitwettaq it-test tal-mezzi stabbiliti fir-Regolamenti dwar it-Tkomplija tal-Kirja (Kriterji ta' Test tal-Mezzi) maħruġa taħt l-Artikolu 1622A tal-Kodiċi Ċivili u kwalunkwe regolament li jista' minn żmien għal żmien jissostitwixxihom, liema test għandu jiġi bbażat fuq id-dħul tal-inkwilini Oliver u Madeleine konjuġi Ellul bejn l-1 ta' Jannar u l-31 ta' Diċembru, 2023, u fuq il-kapital tal-istess fil-31 ta' Dicembru, 2023;

iii. Jiddikjara u jiddeċiedi illi ai termini tal-Att XXIV tal-2021 il-kera għandha tiġi riveduta għall-ammont li ma jeċċedix it-2% fis-sena tal-valur liberu u frank tas-suq miftugħ fl-1 ta' Jannar, 2024, tal-fond surreferit b'seħħ mid-data tal-preżentata ta' dan ir-rikors u sabiex jiġu stabbiliti kundizzjonijet ġodda fir-rigward tal-kera f'każ li l-intimata tissodisfa l-kriterji tat-test tal-mezzi;

iv. F'każ li l-intimati ma jissodisfawx il-kriterji tad-dħul u tal-kapital tat-test tal-mezzi jordna li l-intimati għandhom jivvakaw mill-fond hawn fuq imsemmi fi żmien qasir u perentorju li jiġi stabbilit minnu li però ma jeċċediex il-perjodu ta' sentejn mil-lum, oltre li jiġu ordnati jħallsu kumpens lir-rikorrenti għal okkupazzjoni ta' fond matul l-imsemmi perjodu, liema kumpens għandu jiġi determinat minnu skont il-każ.

By means of a decree of the 9th December, 2024, of the Rent Regulation Board, in the records of the Application in the names Doris Borg Muscat vs Oliver Ellul et, Application number 422/2024JG, the following publication was ordered for the purpose of effecting service on the respondent Oliver Ellul and Madeleine Ellul in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

By means of an application in the names Doris Borg Muscat (ID 92741M) vs Oliver Ellul (ID 732038M) and his wife Madeleine Ellul (ID913544M) and Housing Authority filed in the Rent Regulation Board, on the 18th October, 2024, the applicant Doris Borg Muscat (ID 92741M) requested this Honourable Board why it should not:

i. Declare and decide that the respondents Oliver and Madeleine spouses Ellul are the lessees of the premises number 423, Wilton, Triq D'Argens, Gżira, in terms of Article 2 of the Reletting of Urban Property Ordinance as amended by act XXIV of 2021;

ii. Order that the means test set out in the Rules of the Continuation Tenancies (Means Testing Criteria) issued under Article 1622A of the Civil Code and any regulations which may from time to time replace them be carried out, which test shall be based on the income of lessees Oliver and Madeleine spouses Ellul between 1st January and 31st December, 2023, and on the capital of the same respondent on 31st December, 2023;

iii. Declare and decide that in terms of Act XXIV of 2021 the rent shall be revised to an amount not exceeding 2% per annum of the free and unencumbered market value opened on the 1st January, 2024, of the premises above mentioned with effect from the date of filing of this application and to establish new conditions regarding the lease in case the respondent meets the criteria of the means test;

iv. In case the respondents do not satisfy the criteria of income and capital of the means test order that the respondents are to vacate from the premises above mentioned within a short and peremptory period which shall be established by him but which shall not exceed the period of two years from today, besides being ordered to pay compensation to the applicant for the occupation of the premises during the said period which compensation shall be determined by him according to the case.

Bl-ispejjeż kollha kontra l-intimati li huma inġunti minn issa għas-subizzjoni tagħha u b'riżerva u mingħajr preġudizzju għad-drittijiet kostituzzjonali u konvenzjonali tar-rikorrenti u għal kwalsijasi talba għad-danni u talbiet oħrajn jew kwalsijasi azzjoni oħra.

Rikorrenti: B138, The Grove Hilltop Gardens, Triq l-Inkwina, In-Naxxar NXR 2641

Intimati: Oliver u Madeleine Ellul, 423, Wilton, Triq D'Argens, Il-Gżira

Ir-rikors fl-ismijiet Doris Borg Muscat vs Oliver Ellul et, Rikors numru 422/2024JG, jinsab differit għas-6 ta' Frar, 2025, fil-10.50 a.m.

Reġistru tal-Qrati Superjuri, illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

With all costs against the respondents who are from now summoned so that a reference to their oath be made and saving and without prejudice to the constitutional and conventional rights of the applicant and to any demand for damages and other demands or any other action.

Applicant: B138, The Grove Hilltop Gardens, Triq l-Inkwina, Naxxar NXR 2641

Respondents: Oliver u Madeleine Ellul, 423, Wilton, Triq D'Argens, Gżira

The application in the names Doris Borg Muscat vs Oliver Ellul et, Application number 422/2024JG, has been postponed for hearing to the 6th February, 2025, at 10.50 a.m.

Registry of the Superior Courts, today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fid-9 ta' Diċembru, 2024, mill-Bord li Jirregola l-Kera fl-atti tar-rikors fl-ismijiet Doris Borg Muscat vs Monica Olivari D'Emanuele et, Rikors numru 424/2024JG, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimata Monica Olivari D'Emanuele a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Doris Borg Muscat (KI 92741M) vs Monica Olivari D'Emanuele (KI 39454M) u l-Awtorità tad-Djar ippreżentat fil-Bord li Jirregola l-Kera fit-18 ta' Ottubru, 2024, ir-rikorrenti Doris Borg Muscat (KI 92741M) talbet lil dan l-Onorabbli Bord għaliex m'għandux:

i. Jiddikjara u jiddeċiedi li l-intimata Monica Olivari D'Emanuele hija l-inkwilina tal-appartament numru 4, formanti parti minn blokka ta' appartamenti bin-numru 40 li jġib l-isem Tonyage Buildings fi Triq San Vinċenz, Il-Ħamrun, ai termini tal-artikolu 2 tal-Ordinanza li Tirregola t-Tiġdid tal-Kera tal-Bini kif emendata bl-att XXIV tal-2021;

ii. Jordna li jitwettaq it-test tal-mezzi stabbiliti fir-Regolamenti dwar it-Tkomplija tal-Kirja (Kriterji ta' Test tal-Mezzi) maħruġa taħt l-Artikolu 1622A tal-Kodiċi u kwalunkwe regolament li jista' minn żmien għal żmien jissostitwixxihom, liema test għandu jiġi bbażat fuq id-dħul tal-inkwilina Monica Olivari D'Emanuele bejn l-1 ta' Jannar u l-31 ta' Diċembru, 2023, u fuq il-kapital tal-istess intimata fil-31 ta' Diċembru, 2023;

By means of a decree of the 9th December 2024 of the Rent Regulation Board, in the records of the Application in the names Doris Borg Muscat vs Monica Olivari D'Emanuele, Application number 424/2024JG, the following publication was ordered for the purpose of effecting service on the respondent Monica Olivari D'Emanuele in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

By means of an application in the names Doris Borg Muscat (ID 92741M) vs Monica Olviari D'Emanuele (ID 39454M) and Housing Authority filed in the Rent Regulation Board, on the 18th October, 2024, the applicant Doris Borg Muscat (ID 92741M) requested this Honourable Board why it should not:

i. Declare and decide that the respondent Monica Olivari D' Emanuele is the lessee of apartment number 4, forming part of a block of apartments numbered 40 bearing the name Tonyage buildings in Triq San Vinċenz, Ħamrun, in terms of Article 2 of the Reletting of Urban Property Ordinance as amended by act XXIV of 2021;

ii. Order that the means test set out in the Rules of the Continuation Tenancies (Means Testing Criteria) issued under Article 1622A of the Civil Code and any regulations which may from time to time replace them be carried out, which test shall be based on the income of lessee Monica Olivari D' Emanuele between 1st January and 31st December, 2023, and on the capital of the same respondent on 31st December, 2023;

iii. Jiddikjara u jiddeċiedi illi ai termini tal-Att XXIV tal-2021 il-kera għandha tiġi riveduta għall-ammont li ma jeċċedix it-2% fis-sena tal-valur liberu u frank tas-suq miftugħ fl-1 ta' Jannar, 2024, tal-appartament surreferit b'seħħ mid-data tal-preżentata ta' dan ir-rikors u sabiex jigu stabbiliti kondizzjonijet ġodda fir-rigward tal-kera f'każ li l-intimata tissodisfa l-kriterji tat-test tal-mezzi;

iv. F'każ li l-intimata ma tissodisfax il-kriterji tad-dħul u tal-kapital tat-test tal-mezzi jordna li l-intimata għandha tivvaka mill-appartament hawn fuq imsemmi fi żmien qasir u perentorju li jiġi stabbilit minnu li però ma jeċċediex il-perjodu ta' sentejn mil-lum, oltre li tiġi ordnata tħallas kumpens lir-rikorrenti għall-okkupazzjoni ta' fond matul l-imsemmi perjodu, liema kumpens għandu jiġi determinat minnu skont il-każ;

Bl-ispejjeż kollha kontra l-intimata li hija inġunta minn issa għas-subizzjoni tagħha u b'riżerva u mingħajr preġudizzju għad-drittijiet kostituzzjonali u konvenzjonali tar-rikorrenti u għal kwalsijasi talba għad-danni u talbiet oħrajn jew kwalsijasi azzjoni oħra.

Rikorrenti: B138, The Grove Hilltop Gardens, Triq l-Inkwina, In-Naxxar NXR 2641

Intimata: Monica Olivari D'Emanuele, 40/4, Tonyage Buildings, Triq San Vinċenz, Il-Ħamrun

Ir-rikors fl-ismijiet Doris Borg Muscat vs Monica Olivari D'Emanuele et, Rikors numru 424/2024JG, jinsab differit għas-6 ta' Frar, 2025, fil-10.45 a.m.

Reġistru tal-Qrati Superjuri, illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

iii. Declare and decide that in terms of Act XXIV of 2021 the rent shall be revised to an amount not exceeding 2% per annum of the free and unencumbered market value opened on the 1st January, 2024, of the apartment above mentioned with effect from the date of filing of this application and to establish new conditions regarding the lease in case the respondent meets the criteria of the means test;

iv. In case the respondent does not satisfy the criteria of income and capital of the means test order that the respondent is to vacate from the apartment above mentioned within a short and peremptory period which shall be established by him but which shall not exceed the period of two years from today, besides being ordered to pay compensation to the applicant for the occupation of the premises during the said period, which compensation shall be determined by him according to the case;

With all costs against the respondent who is from now summoned so that a reference to her oath be made and saving and without prejudice to the constitutional and conventional rights of the applicant and to any demand for damages and other demands or any other action.

Applicant: B138, The Grove Hilltop Gardens, Triq l-Inkwina, Naxxar NXR 2641

Respondent: Monica Olivari D'Emanuele, 40/4, Tonyage Buildings, Triq San Vinċenz, Ħamrun

The application in the names Doris Borg Muscat vs Monica Olivari D'Emanuele et, Application number 424/2024JG, has been postponed for hearing to the 6th February, 2025, at 10.45 a.m.

Registry of the Superior Courts, today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fis-6 ta' Diċembru, 2024, mill-Bord li Jirregola l-Kera fl-atti tar-rikors fl-ismijiet Elaine Scicluna vs Anne Buhagiar, Rikors numru 277/2024JG, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimata Anne Buhagiar a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Elaine Scicluna (KI 557385M) vs Anne Buhagiar (KI 0539947M) ippreżentat fil-Bord li Jirregola l-Kera fit-12 ta' Ġunju, 2024, ir-rikorrenti Elaine Scicluna (KI 557385M) talbet lil dan l-Onorabbli Bord għaliex m'għandux:

By means of a decree of the 6th December, 2024, of the Rent Regulation Board, in the records of the Application in the names Elaine Scicluna vs Anne Buhagiar, Application number 277/2024JG, the following publication was ordered for the purpose of effecting service on the respondent Anne Buhagiar in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

By means of an application in the names Elaine Scicluna (ID 557385M) vs Anne Buhagiar (ID 0539947M) filed in the Rent Regulation Board, on the 12th June, 2024, the applicant Elaine Scicluna (ID 557385M) requested this Honourable Board why it should not:

i. Jiddikjara u jiddeċiedi illi l-intimata hija l-inkwilina tal-fond My Nest, No. 23, Flat 2, Triq il-Paroċċa, Santa Venera, Malta, u dan ai termini tal-Kap. 69 tal-Liġijiet ta' Malta, liema fond huwa proprjetà tar-rikorrenti;

ii. Jordna u jwettaq it-test tal-mezzi tal-inkwilina li għandu jkun ibbażat fuq it-test tal-mezzi stabbilit fir-Regolament dwar it-Tkomplija tal-Kirja (Kriterji ta' Test tal-Mezzi maħruġa taħt l-Artikolu 1622A tal-Kodiċi) u kwalunkwe regolament li jistgħu minn żmien għal żmien jissostitwixxuhom, liema test għandu jkun ibbażat fuq id-dħul tal-inkwilina bejn l-1 ta' Jannar u l-31 ta' Diċembru, 2023, u fuq il-kapital tal-inkwilina fil-31 ta' Diċembru, 2023;

iii. F'każ li jsib li l-intimata ma tissodisfax it-test tal-mezzi allura jordna li l-inkwilina tkun permessa sa żmien ta' sentejn (2) sabiex il-fond inkwistjoni jiġi vakat filwaqt li jiffissa l-kumpens pagabbli lill-attriċi għall-okkupazzjoni tal-fond matul l-imsemmi perjodu;

iv. F'każ li jsib li l-intimata tissodisfa t-test tal-mezzi allura jiddikjara u jiddeċiedi illi ai termini tal-Att XXIV tas-sena 2021, il-kera għandha tiġi riveduta għal ammont li ma jeċċedix it-tnejn fil-mija (2%) fis-sena tal-valur liberu u frank tas-suq miftuħ tal-fond inkwistjoni kif kien fl-1 ta'Jannar, 2024.

Bl-ispejjeż u l-intimati in subizzjoni.

Rikorrenti: 114, Triq il-Kanun, Santa Venera

Notifika: My Nest, No. 23, Flat 2, Triq il-Paroċċa, Santa Venera

Ir-rikors fl-ismijiet Elaine Scicluna vs Anne Buhagiar, Rikors numru 277/2024JG, jinsab differit għall-5 ta' Frar, 2025, fl-10.10 a.m.

Reġistru tal-Qrati Superjuri, illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

i. Declare and decide that the respondent is the lessee of the premises My Nest, No. 23, Flat 2, Triq il-Paroċċa, Santa Venera, Malta, and this in terms of Cap. 69 of the Laws of Malta which premises is the property of the applicant;

ii. Order and carry out the means test of the lessee which shall be based on the means test as established in the Rules of the Continuation Tenancies (Means Testing Criteria issued under Article 1622A of the Civil Code) and any regulations which may from time to time replace them, which test shall be based on the lessee's income between 1st January and 31 December, 2023, and on the lessee's capital tenant on 31st December, 2023;

iii. In case he finds that the respondent does not satisfy the means test then orders that the lessee be allowed within two (2) years so that the premises in question be vacated whilst fixing the compensation payable to the plaintiff for the occupation of the premises during the said period;

iv. In case it finds that the respondent satisfies the means test then declares and decides that in terms of Act XXIV of the year 2021, the rent is to be revised to an amount which does not exceed two per cent (2%) per year of the free and open market value of the premises in question as it was on the 1st January, 2024.

With costs and the respondent is summoned so that a reference to her oath be made.

Applicant: 114, Triq il-Kanun, Santa Venera

Notification: My Nest, No. 23, Flat 2, Triq il-Paroċċa, Santa Venera

The application in the names Elaine Scicluna vs Anne Buhagiar, Application number 277/2024JG, has been postponed for hearing to the 5th February, 2025, at 10.10 a.m.

Registry of the Superior Courts, today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fil-11 ta' Ottubru, 2024, mill-Bord li Jirregola l-Kera fl-atti tar-rikors fl-ismijiet Alexander Vella et vs Leone Zammit et, Rikors numru 286/2024JG, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimati Leone u Mary Zammit a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

By means of a decree of the 11th October, 2024, of the Rent Regulation Board, in the records of the Application in the names Alexander Vella et vs Leone Zammit et, Application number 286/2024JG, the following publication was ordered for the purpose of effecting service on the respondents Leone and Mary Zammit in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

Permezz ta' rikors fl-ismijiet Alexander Vella (KI 896947M); Davina Bonello Ghio (KI 102272M), Mario Sciberras (KI 308854M); Monica Sciberras (KI 2212243M); Beverly Sciberras (KI 186503L); Cassandra Louise Sciberras (KI 465594M); David Sciberras (KI 465494M); Chantal Sciberras (KI 465694M) u Matthew Sciberras (KI 465794M) vs Leone u Mary Zammit u l-Awtorità tad-Djar ippreżentat fil-Bord li Jirregola l-Kera fit-18 ta' Ġunju, 2024, ir-rikorrenti Alexander Vella, Davina Bonello Ghio, Mario Sciberras, Monica Sciberras, Beverly Sciberras, Cassandra Louise Sciberras, David Sciberras, Chantal Sciberras u Matthew Sciberras talbu lil dan l-Onorabbli Bord għaliex m'għandux:

i. Jiddikjara u jiddeċiedi li l-intimati Zammit huma l-inkwilini tar-rikorrenti fil-fond ossija appartament bin-numru 4, Sciberras Flats, Trejqa Fleur-de-Lys, Santa Venera, u jikkwalifikaw bħala kerrejja ta' dar ta' abitazzjoni abbażi ta' din it-tifsira, ai termini tal-Artikolu 2 tal-Ordinanza li Tirregola t-Tiġdid tal-Kera tal-Bini kif emendat bl-Att XXIV tas-sena 2021, u b'hekk huma intitolati jkomplu jokkupaw id-dar ta' abitazzjoni ai termini tal-Artikolu 2 tal-Ordinanza li Tirregola t-Tiġdid tal-kera tal-Bini kif emendat bl-Att XXIV tas-sena 2021;

ii. Jordna li jittwettaw it-test tal-mezzi tal-intimati qua kerreja kif stabbilit fir-Regolamenti dwar it-Tkomplija tal-Kirja (Kriterji ta' Test tal-Mezzi);

iii. Jiddikjara u jiddeċiedi illi ai termini tal-Att XXIV tas-sena 2021, il-kera għandha tiġi riveduta għal ammont li ma jeċċedix it-tnejn fil-mija (2%) fis-sena tal-valur liberu u frank fis-suq miftuħ tal-fond ossija appartament bin-numru 4, Sciberras Flats, Trejqa Fleur-de-Lys, Santa Venera, u sabiex jiġu stabbiliti kundizzjonijiet ġodda fir-rigward tal-kera;

iv. Jordna f'każ illi l-intimati ma jissodisfawx il-kriterji tad-dħul u tal-kapital tat-test tal-mezzi, l-iżgumbrament tal-istess intimati mill-fond inkwistjoni, fi żmien qasir u perentorju stabbilit minn dan il-Bord.

Bl-ispejjeż u bl-inġunzjoni tal-intimati għas-subizzjoni u b'riżerva u mingħajr preġudizzju għal kwalsijasi azzjoni oħra li tista' talvolata tiġi ppreżentata.

Notifika intimati: 4, Sciberras Flats, Trejqa Fleur-de-Lys, Santa Venera

Ir-rikors fl-ismijiet Alexander Vella et vs Leone Zammit et, Rikors numru 286/2024JG, jinsab differit għat-3 ta' Frar, 2025, f'12.10 p.m.

By means of an application in the names Alexander Vella (ID 896947M); Davina Bonello Ghio (ID 102272M), Mario Sciberras (ID 308854M); Monica Sciberras (ID 2212243M); Beverly Sciberras (ID 186503L); Cassandra Louise Sciberras (ID 465594M); David Sciberras (ID 465494M); Chantal Sciberras (ID 465694M) and Matthew Sciberras (ID 465794M) vs Leone and Mary Zammit and Housing Authority filed in the Rent Regulation Board, on the 18th June, 2024, the applicants Alexander Vella, Davina Bonello Ghio, Mario Sciberras, Monica Sciberras, Beverly Sciberras, Cassandra Louise Sciberras, David Sciberras, Chantal Sciberras and Matthew Sciberras requested this Honourable Board why it should not:

i. Declare and decide that the respondents Zammit are the lessees of the applicants in the premises or rather apartment with number 4, Sciberras Flats, Trejqa Fleur-de-Lys, Santa Venera, and qualify as lessees of a residential home on the basis of this definition, in terms of Article 2 of the Reletting of Urban Property Ordinance as amended by Act XXIV of the year 2021, and thus they are entitled to continue occupying the premises in terms of Article 2 of the Reletting of Urban Property Ordinance as amended by Act XXIV of the year 2021;

ii. Order that the means test of the respondents be carried out qua lessee as established in the Rules of the Continuation Tenancies (Means Testing Criteria);

iii. Declare and decide that in terms of Act XXIV of the year 2021, the rent shall be revised to an amount not exceeding two per cent (2%) per annum of the free and unencumbered open market value of the premises that is apartment number 4, Sciberras Flats, in Trejqa Fleur-de-Lys, Santa Venera, and in order to establish new conditions regarding the lease;

iv. Order in case the respondents do not satisfy the criteria of income and capital of the means test, the eviction of the same respondents from the premises in question, within a short and peremptory time established by this Board.

With costs and from now the respondents are summoned so that a reference to their oath be made and reserving and without prejudice to any other action which may eventually be filed.

Notification respondents: 4, Sciberras Flats, Trejqa Fleur-de-Lys, Santa Venera

The application in the names Alexander Vella et vs Leone Zammit et, Application number 286/2024JG, has been postponed for hearing to the 3rd February, 2025, at 12.10 p.m.

Reġistru tal-Qrati Superjuri, illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

Registry of the Superior Courts, today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fid-9 ta' Diċembru, 2024, mill-Bord li Jirregola l-Kera fl-atti tar-rikors fl-ismijiet Rodrick Psaila et vs Emanuel Psaila, Rikors numru 355/2024JG, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimat Emanuel Psaila a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Rodrick Psaila u Paul Psaila vs Emanuel Psaila ppreżentat fil-Bord li Jirregola l-Kera fis-6 ta' Awwissu, 2024, ir-rikorrenti Rodrick Psaila (KI 407477M) u Paul Psaila talbu lil dan l-Onorabbli Bord għaliex m'għandux:

i. Jiddikjara u jiddeċiedi illi l-intimat huwa l-inkwilin tal-fond 60, Triq il-Bizzilla, Ħal Għaxaq, u dan ai termini tal-Kap. 69 tal-Liġijiet ta' Malta, liema fond huwa prorpjetà tar-rikorrenti;

ii. Jordna u jwettaq it-test tal-mezzi tal-inkwilin li għandu jkun ibbażat fuq it-test tal-mezzi stabbilit fir-regolamenti dwar it-Tkomplija tal-Kirja (Kriterji ta' Test tal-Mezzi maħruġa taħt l-Artikolu 1622A tal-Kodiċi Ċivili) u kwalunkwe regolamenti li jistgħu minn żmien għal żmien jissostitwixxuhom, liema test għandu jkun ibbażat fuq id-dħul tal-inkwilin bejn l-1 ta' Jannar u l-31 ta' Diċembru, 2023, u fuq il-kapital tal-inkwilin fil-31 ta' Diċembru, 2023;

iii. F'każ li jsib li l-intimat ma jissodisfax it-test tal-mezzi, allura tordna li l-inkwilin ikun permess sa żmien sentejn (2) sabiex il-fond inkwistjoni jiġi vakat filwaqt li jiffissa l-kumpens pagabbli lir-rikorrenti għall-okkupazzjoni tal-fond matul l-imsemmi perjodu;

iv. F'każ li jsib li l-intimat jissodisfa t-test tal-mezzi allura jiddikjara u jiddeċiedi illi ai termini tal-Att XXIV tas-sena 2021, il-kera għandha tiġi riveduta għal ammont li ma jeċċedix it-2% fis-sena tal-valur liberu u frank tas-suq miftuħ tal-fond inkwistjoni kif kien fl-1 ta' Jannar, 2024;

v. F'każ li jsib li l-intimat jissodisfa t-test tal-mezzi allura jiddikjara u jiddeċiedi illi ai termini tal-Att XXIV tas-sena 2021, il-kera għandha tiġi riveduta għal ammont li ma jeċċedix it-2% fis-sena tal-valur liberu u frank tas-suq miftuħ tal-fond inkwistjoni kif kien fl-1 ta' Jannar, 2024.

Bl-ispejjeż u l-intimat in subizzjoni.

By means of a decree of the 9th December, 2024, of the Rent Regulation Board, in the records of the Application in the names Roderick Psaila et vs Emanuel Psaila, Application number 355/2024JG, the following publication was ordered for the purpose of effecting service on the respondent Emanuel Psaila in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

By means of an application in the names Roderick Psaila and Paul Psaila vs Emanuel Psaila filed in the Rent Regulation Board, on the 6th August, 2024, the applicants Rodrick Psaila (ID 407477M) and Paul Psaila requested this Honourable Board why it should not:

i. Declare and decide that the respondent is the lessee of the premises 60, Triq il-Bizzilla, Ħal Għaxaq, and this in terms of Cap. 69 of the Laws of Malta, which premises is the property of the applicants;

ii. Order and carry out the means test of the lessee which shall be based on the means test set out in the Rules of the Continuation Tenancies (Means Testing Criteria issued under Article 1622A of the Civil Code) and any regulations which may from time to time replace them, which test shall be based on the income of the lessee between 1st January and 31st December, 2023, and on the capital of the lessee on 31st December, 2023;

iii. In case he finds that the respondent does not satisfy the means test, then orders that the lessee be allowed two (2) years so that the premises in question be vacated whilst fixing the compensation payable to the applicant for the occupation of the premises during the said period;

iv. In case he finds that the respondent satisfy the means test then declares and decides that in terms of Act XXIV of the year 2021, the rent shall be revised to an amount not exceeding 2% per year of the free and open market value of the premises in question as it was on the 1st January, 2024;

v. In case he finds that the respondent satisfies the means test then declares and decides that in terms of Act XXIV of the year 2021, the rent is to be revised to an amount which does not exceed 2% per year of the free and open market value of the premises in question as it was on the 1st January, 2024.

With costs and the respondent is summoned so that a reference to his oath be made.

Rikorrenti: 13, Carmel House, Triq Santa Tereża, ħal Għaxaq

Intimat: 60, Triq il-Bizzilla, Ħal Għaxaq

Ir-rikors fl-ismijiet Roderick Psaila et vs Emanuel Psaila, Rikors numru 355/2024JG, jinsab differit għas-6 ta' Frar, 2025, fl-10.10 a.m.

Reġistru tal-Qrati Superjuri, illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

Applicants: 13, Carmel House, Triq Santa Tereża, Ħal Għaxaq

Respondent: 60, Triq il-Bizzilla, Ħal Għaxaq

The application in the names Roderick Psaila et vs Emanuel Psaila, Application number 355/2024JG, has been postponed for hearing to the 6th February, 2025, at 10.10 a.m.

Registry of the Superior Courts, today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fis-26 ta' Novembru, 2024, mill-Qorti (Sezzjoni tal-Familja) fl-atti tal-mandat ta' inibizzjoni biex iwaqqaf persuna milli tieħu minuri barra minn Malta fl-ismijiet Roanna Pisani vs Wajdi Lazhar Ayad Ben Hamed, Mandat numru 150/2024AL, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront ta' Wajdi Lazhar Ayad Ben Hamed a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Roanna Pisani (KI 13081M) vs Wajdi Lazhar Ayhad Ben Hamed (KI 412304L) fl-atti tal-Mandat ta' Inibizzjoni biex iwaqqaf persuna milli tieħu minuri barra minn Malta, ippreżentat fil-Qorti (Sezzjoni tal-Familja), fid-29 ta' Ottubru, 2024, ir-rikorrenti Roanna Pisani (KI 13081M) jingħad bil-qima lil din l-Onorabbli Qorti:

Illi l-esponenti għandha interess illi l-minuri hawn taħt imsemmija ma jittiħidx barra minn Malta;

Illi l-intimat huwa l-persuna li għandu jew li jista' jkollu l-kustodja legali jew attwali tal-imsemmi minuri.

Għaldaqstant, l-esponenti umilment titlob lil din l-Onorabbli Qorti jogħġobha tordna l-ħruġ ta' mandat ta' inibizzjoni kontra l-intimat fejn huwa jiġi ordnat milli jieħu jew jippermetti li xi ħadd jieħu l-imsemmi minuri barra minn Malta.

Dettalji tal-minuri: … omissis …

Rikorrenti: Door C, Block 4, Flat 8, Triq Vjal in-Naspli, San Ġwann

By means of a decree of the 26th November, 2024, of the Civil Court (Family Section), in the records of the Warrant of Prohibitory Injunction restraining a person from taking a minor outside Malta in the names Roanna Pisani vs Wajdi Lazhar Ayad Ben Hamed, Warrant number 150/2024AL, the following publication was ordered for the purpose of effecting service on the respondent Wajdi Lazhar Ayad Ben Hamed in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

By means of an application in the names Roanna Pisani (ID 13081M) vs Wajdi Lazhar Ayad Ben Hamed (ID 412304L) in the acts the Warrant of Prohibitory Injunction restraining a person from taking a minor outside Malta, filed in the Civil Court (Family Section), on the 29th October, 2024, the applicant Roanna Pisani (ID 13081M) respectfully requests this Honourable Court so:

That the applicant has an interest that the minor, hereinafter indicated, be not taken outside Malta;

That the respondent is the person having the legal or actual custody of the said minor;

Wherefore, the applicant respectfully requests that this Court orders the issue of a warrant of prohibitory injunction against the respondent's enjoining her not to take, or allow anybody to take, the said minor out of Malta;

Particulars of the minor: … omissis …

Applicant: Door C, Block 4, Flat 8, Triq Vjal in-Naspli, San Ġwann

Notifika: Wajdi Lazhar Ayad Ben Hamed, 28, Sant'Anġlu, Tas-Sliema

Qorti (Sezzjoni tal-Familja), l-Onor. Imħallef Abigail Lofaro, LLD

Il-Qorti,

Rat ir-rikors,

Tilqa' t-talba proviżorjament għall-perjodu ta' tletin ġurnata mil-lum sa tletin jum min-notifika tal-intimat b'dan illi jekk sa dak il-jum it-talba għall-ħruġ ta' dan il-mandat tkun ġiet deċiża defenittivament dan id-digriet ma jibqax applikabbli u f'każ illi sa dakinhar ma tkunx għadha ġiet definittivament deċiża l-Qorti tipprovdi ulterjorment.

Il-Qorti tordna n-notifika ta' dan id-digriet lill-kontroparti li għandha tirrispondi fi żmien għaxart ijiem u tappunta dan ir-rikors għas-smigħ għas-26 ta Novembru, 2024, fl-10.30 a.m., li ġie differit għas-6 ta' Frar, 2025, fl-10.30 a.m., prevja notifika lill-partijiet u lill-awtoritàjiet kompetenti;

Il-Qorti tordna lill-intimat sabiex fi żmien jumejn (2) min-notifika lilu tar-rikors u d-digriet tiddepożita taħt l-awtorità tal-Qorti kull passport tal-minuri li għandu fil-pussess tiegħu.

Illum 29 ta' Ottubru, 2024

Reġistru tal-Qrati (Sezzjoni Familja), illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

Notification: Wajdi Lazhar Ayad Ben Hamed, 28, Sant'Anġlu, Tas-Sliema

Civil Court (Family Section), the Hon. Madame Justice Abigail Lofaro, LLD

The Court,

Saw the application,

Provisionally upholds the request for the period of thirty days from today up to thirty days from the date of notification of the respondent, on condition that if up until that date, the request for the issuance of this warrant would have been finally decided, this decree no longer remains applicable and if up until that date, the request would not have been finally decided, this Court will then give further directions.

The Court orders the notification of this decree to the counterparty who ought to reply within a week and appoints the application for hearing for the 26th November, 2024, at 10.30 a.m., which hearing was postponed to the 6th February, 2025, at 10.30a.m., subject to notifying the parties and the competent authorites.

The Court orders the respondent so that within two (2) days from the notification of this application and decree, deposit under the Authority of the Court any passport of the minor that he has in his possession.

Today 29th October, 2024

Registry of the Civil Courts (Family Section), today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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Permezz ta' digriet mogħti fit-18 ta' Diċembru, 2024, mill-Bord li Jirregola l-Kera fl-atti tar-rikors fl-ismijiet Mario Cutajaqr et vs Emanuel Grima et, Rikors numru 442/2024CG, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimati Emanuel Grima u Patricia Grima a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Mario Cutajar (KI 403572M), Emanuel Cutajar (KI 0053661M), Rita Brincat (KI 154159M) u Doris McKay (KI 616164M) vs Emanuel Grima (KI 185366M) u Patricia Grima (KI 0150370M)

By means of a decree of the 18th December, 2024, of the Rent Regulation Board, in the records of the Application in the names Mario Cutajar et vs Emanuel Grima et, Application number 442/2024CG, the following publication was ordered for the purpose of effecting service on the respondents Emanuel Grima and Patricia Grima in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

By means of an application in the names Mario Cutajar (ID 403572M), Emanuel Cutajar (ID 0053661M), Rita Brincat (ID 154159M) and Doris McKay (ID 616164M) vs Emanuel Grima (ID 185366M) and Patricia Grima (ID

ippreżentat fil-Bord li Jirregola l-Kera fil-31 ta' Ottubru, 2024, ir-rikorrenti Mario Cutajar (KI 403572M) et talbu lil dan l-Onorabbli Bord għaliex m'għandux:

i. Jiddikjara u jiddeċiedi li Emanuel u Patricia Grima huma l-inikwilini tar-rikorrenti fil-fond 14, Flat 2, Triq l-Ajkla, Il-Belt Valletta, ai termini tal-Kap. 69 tal-Liġijiet ta' Malta;

ii. Jordna illi jitwettaq it-test tal-mezzi tal-inkwilini intimati Emanuel u Patricia Grima ai termini tal-Att XXIV tal-2021, liema test tal-mezzi għandu jkun ibbażat fuq it-test tal-mezzi stabbilit fir-Regolamenti dwar it-Tkomplija tal-Mezzi maħruġ taħt l-Artikolu 1622A tal-Kodiċi Ċivili u kwalunkwe regolamenti li jistgħu minn żmien għal żmien jissostitwixxuhom;

iii. Konsegwentement jiddikjara u jiddeċiedi illi ai termini tal-Att XXIV tal-2021 tal-Liġijiet ta' Malta l-kera għandha tiġi riveduta għal ammont li ma jeċċedix it-2% fis-sena jew kwalunkwe persentaġġ li jista' minn żmien għal żmien jiġi stabbilit, tal-valur liberu u frank fis-suq miftuħ tad-dar ta' abitazzjoni fl-1 ta' Jannar, 2024, u ċjoè s-sena li matulha ġie ppreżentat ir-rikors u sabiex jiġu stabbiliti kundizzjojnijeit ġodda fir-rigward tal-kera jekk ikun il-każ;

iv. Tikkundanna lill-inkwilini intimati Emanuel u Patricia Grima jibdew iħallsu dik it-tali kera hekk likwidata;

v. Jagħti dawn l-ordnijiet neċessarji ai termini tal-Artikolu 1531F tal-Kap. 16 tal-Liġijiet ta' Malta u tal-Att XXIV tal-2021 f'każ li l-kerrejja ma jissodisfawx il-kriterji tad-dħul u tal-kapital tat-test tal-mezzi skont regolamenti maħruġa mill-Ministru għall-Akkomodazzjoni minn żmien għal żmien.

Bl-ispejjeż u bl-inġunzjoni tal-intimati minn issa in subizzjoni.

Rikorrenti: Palm Springs, Flt 3, Triq l-Għenba, Ħ'Attard

Intimati: 14, Flat 2, Triq l-Ajkla, Il-Belt Valletta

Ir-rikors fl-ismijiet Mario Cutajar et vs Emanuel Grima et, Rikors numru 442/2024CG, jinsab differit għas-6 ta' Frar, 2025, fil-10.10 a.m.

Reġistru tal-Qrati Superjuri, illum 23 ta' Jannar, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

0150370M) filed in the Rent Regulation Board, on the 31st October, 2024, the applicants Mario Cutajar (ID 403572M) et requested this Honourable Board why it should not:

i. Declare and decide that Emanuel and Patricia Grima are the lessees of the premises 14, Flat 2, Triq l-Ajkla, Valletta, in terms of Cap. 69 of the Laws of Malta;

ii. Order that the means test of the respondents Emanuel and Patricia Grima be carried out in terms of Act XXIV of 2021, which means test shall be based on the means test established in the Rules of the Continuation Tenancies (Means Testing Criteria) issued under Article 1622A of the Civil Code and any regulations which may from time to time replace them;

iii. Consequently declare and decide that in terms of Act XXIV of 2021 of the Laws of Malta the rent shall be revised to an amount not exceeding 2% per annum or any percentage which may from time to time be established, of the free and open market value of the premises on the 1st January, 2024, and that is the year during which the application was filed and in order to establish new conditions regarding the rent if the case may be;

iv. Condemn the respondents Emanuel and Patricia Grima to start paying the said rent so liquidated;

v. Give these necessary orders in terms of Article 1531F of Cap 16 of the Laws of Malta and Act XXIV of 2021 in case the tenants do not satisfy the criteria of income and capital of the means test according to regulations issued by the Minister for Housing from time to time.

With costs and the respondents from now are summoned so that a reference to their oath be made.

Applicants: Palm Springs, Flt 3, Triq l-Għenba, Ħ'Attard

Respondents: 14, Flat 2, Triq l-Ajkla, Valletta

The application in the names Mario Cutajar et vs Emanuel Grima et, Application number 442/2024CG, has been postponed for hearing to the 6th February, 2025, at 10.10 a.m.

Registry of the Superior Courts, today 23rd January, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

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B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, Sede Kostituzzjonali, fid-9 ta' Diċembru, 2024, fl-atti tar-Rikors Kostituzzjonali numru 492/2024MH, li ġie ppreżentat fid-29 ta' Ottubru, 2024, fl-ismijiet: Cane' Guglielmo et vs Grima Joseph et, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187 et sequitur tal-Kap.12, biex isservi ta' notifika fil-konfront tal-intimati. Ir-rikorrenti talbu lil din l-Onorabbli Qorti sabiex fost oħrajn: Tikkundanna lill-intimat Avukat tal-Istat, sabiex iħallas l-istess kumpens u danni pekunjarji u nonpekunjarji hekk kif likwidati. Bl-ispejjeż u bl-imgħax legali kontra l-intimati li huma inġunti għas-subizzjoni.

Ir-Rikors Kostituzzjonali fl-ismijiet imsemmija hawn fuq huwa differit għad-19 ta' Frar, 2025, fid-9.30 a.m.

Notifika Intimat: Grima Joseph, 9, Flat 4, Triq is-Sirena, L-Isla

Reġistru tal-Qrati Superjuri, illum 17 ta' Diċembru, 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 9th December, 2024, in the records of Constitutional Application number 492/2024MH, which was filed on the 29th October, 2024, in the names: Cane' Guglielmo et vs Grima Joseph et, the following publication was ordered, in terms of Article 187 et sequitur of Cap.12, for the purpose of service of the respondents. The applicants asked this Honourable Court to, among others: Condemn the respondent State Advocate, to pay the same compensation and pecuniary and non-pecuniary damages as 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 deferred to 19th February, 2025, at 9.30 a.m.

Notify Respondent: Grima Joseph, 9, Flat 4, Triq is-Sirena, Senglea

Registry of the Superior Courts, today 17th December, 2024

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

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B'digriet mogħti mill-Qorti Ċivili, Prim'Awla, fis-16 ta' Diċembru, 2024, fl-atti tar-Rikors Ġuramentat numru 580/2024FDP, li ġie ppreżentat fis-27 ta' Mejju, 2024, fl-ismijiet: Buhagiar Angelo vs Abela Joseph pro et noe et, ġiet ordnata s-segwenti pubblikazzjoni, a tenur tal-Artikolu 187 et sequitur tal-Kap.12, biex isservi ta' notifika fil-konfront tal-intimati. Ir-rikorrent talab lil din l-Onorabbli Qorti sabiex fost oħrajn: Tawtorizza lir-rikorrent sabiex jagħmel dak kollu li huma meħtieġ u neċessarju skont it-talba tal-istess rikors. Bl-ispejjeż kollha kontra l-intimati li huma inġunti għas-subizzjoni.

Ir-Rikors Ġuramentat fl-ismijiet imsemmija hawn fuq huwa differit għall-11 ta' Marzu, 2025, fid-9.30 a.m.

Notifika intimati: Abela Joseph, 228, Triq iż-Żebbiegħ, L-Imġarr

Abela Kurt, P/H2, Quinto Place, Triq Sant'Anton Abbati, Il-Mosta

By means of a decree given by the Civil Court, First Hall, on the 16th December, 2024, in the records of Sworn Application number 580/2024FDP, which was filed on the 27th May, 2024, in the names: Buhagiar Angelo vs Abela Joseph pro et noe et, the following publication was ordered, in terms of Article 187 et sequitur of Cap.12, for the purpose of service of the respondents. The applicant asked this Honourable Court to, among others: Authorise the applicant to do all that is necessary and necessary as requested in the same application. With all costs against the respondents who are summoned so that a reference to their evidence be made.

The Sworn Application in the names mentioned above is postponed to 11th March, 2025, at 9.30 a.m.

Notify respondents: Abela Joseph, 228, Triq iż-Żebbiegħ, Mġarr

Abela Kurt, P/H2, Quinto Place, Triq Sant'Anton Abbati, Mosta

Reġistru tal-Qrati Superjuri, illum 2 ta' Jannar, 2025

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
Għar-Reġistratur, Qrati Ċivili u Tribunali

Registry of the Superior Courts, today 2nd January, 2025

CARMEL ABELA, M.SC. IN MANAGEMENT, DPA, DIP. LAWS OF PROCED. (MELIT.)
For the Registrar, Civil Courts and Tribunals

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Bandu għall-Kuraturi

Banns for curators

Repubblika ta' Malta

Republic of Malta

Lill-Uffiċjal Eżekuttiv tal-Qorti tal-Maġistrati (Għawdex)

To the Executive Officer of the Court of Magistrates (Gozo)

Ikun jaf kulħadd illi b'digriet mogħti fl-20 ta' Diċembru, 2024, il-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, ordnat il-pubblikazzjoni tal-estratt riprodott hawn taħt u dan ai termini tal-artikolu 931(3) tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili.

It is hereby notified that by a decree given on the 20 of December, 2024, the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, ordered the publication of the extract reproduced below and this in terms of article 931(3) of the Code of Organisation and Civil Procedure.

B'digriet mogħti fl-20 ta' Diċembru, 2024, ġie ordnat li jintgħażel kuratur deputat skont il-liġi sabiex jirrappreżenta lis-sidien mhux magħrufa ta' ċens annwu u perpetwu fl-atti taċ-ċedola ta' depożitu u kontestwali fidi ta' ċens li ġġib in-numru 452/2024 fl-ismijiet 'Francis Azzopardi et vs Kuraturi Deputati sabiex jirrappreżentaw lis-sidien mhux magħrufa ta' ċens annwu u perpetwu imsemmi fl-istess ċedola,' ippreżentata fid-6 ta' Diċembru, 2024, fil-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, u fl-atti l-oħrajn kollha relattivi u sussegwenti.

By a decree given on the 20th of December, 2024, it was ordered that a deputy curator be appointed in accordance with the law to represent the unknown owners of the annual and perpetual lease in the records of the schedule of deposit and contextual redemption of ground rent bearing number 452/2024 in names 'Francis Azzopardi et vs Deputy Curators to represent the unknown owners of the annual and perpetual ground rent mentioned in the same schedule of deposit,' filed on the 6th of December, 2024, in the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, and in all other relative and subsequent deeds.

L-immobbli oġġett ta' din iċ-ċedola huma porzjonijiet ta' art fil-kuntrada 'Ta' Kuxxina', fin-Nadur, Għawdex, akkwistati mill-awtur fit-titolu tal-esponenti Pietru Pawl Azzopardi permezz ta' kuntratt ta' kostituzzjoni ta' renta fondjarja perpetwa fl-atti tan-Nutar Giuseppe Cauchi fl-1 ta' Awwissu, 1947, li jikkonsistu:

The immovable property subject of this schedule of deposit are portions of land in the area known as 'Ta' Kuxxina', in Nadur, Gozo, acquired by the predecessor in title of the applicants, Pietru Pawl Azzopardi, by means of a contract of constitution of a perpetual land rent in the acts of Notary Giuseppe Cauchi on 1st August, 1947, consisting of:

1. F'żewġ biċċiet kontigwi, magħrufa 'Ta' Kuxxina' tal-kejl komplessiv ta' ċirka 392.9m2, li jmissu mit-Tramuntana ma' beni tal-familja magħrufa 'Tad-Dott', mil-Lvant ma' beni mqabbla għand il-familja Debono u mill-Punent ma' beni tal-familja Camilleri magħrufa 'Tad-Dikka' u Ta' Sufina' jew irjieħ verjuri, kif aħjar murija fuq pjanta annessa maċ-ċedola immarkata bl-ittra 'A';

1. In two contiguous parcels, known as 'Ta' Kuxxina' having a total area of approximately 392.9m2, bounded on the north with the property of the family known as 'Tad-Dott,' on the east with property leased to the Debono family and on the west with the property of the Camilleri family known as 'Tad-Dikka' and 'Ta' Sufina' or more correct boundaries, as better shown on a plan annexed to the deed marked with the letter 'A';

2. Porzjon art magħrufa 'Ta' Kuxxina', tal-kejl ta' ċirka 492m², li tmiss mil-Lvant ma' beni tal-familja Grima, mill-Punent u min-Nofsinhar ma' beni ta' Savier Portelli, jew

2. A portion of land known as 'Ta' Kuxxina', measuring approximately 492m², bounded on the east by property belonging to the Grima family, on the west and south by

irjieħ verjuri, kif aħjar murija fuq pjanta annessa maċ-ċedola immarkata bl-ittra 'B';

3. Porzjon art li tikkonsisti f'żewġ biċċiet kontigwi u magħrufa 'Ta' Kuxxina', tal-kejl komplessiv ta' ċirka 731m² li jmissu mit-Tramuntana ma' beni tal-familja Muscat, mil-Lvant ma' beni tal-familja Portelli u tal-familja magħrufa Ta' Sufina', u mil-Lbiċ ma' beni tal-familja Rapa, jew irjieħ verjuri, suġġetti għall-passaġġ favur terzi, kif aħjar murija fuq pjanta annessa maċ-ċedola immarkata bl-ittra 'C';

4. Porzjon art Ta' Ċeqer,' tal-kejl ta' ċirka 172m² li tmiss mix-Xlokk il-Lvant ma' beni tal-familja Portelli, mill-Punent Majjistru ma' beni tal-familja Debono u min-Nofsinhar ma' beni tal-familja Muscat magħrufa 'Ta' Zerrek', jew irjieħ verjuri, kif aħjar murija fuq pjanta annessa maċ-ċedola immarkata bl-ittra 'D'.

Illi l-porzjonijiet numru 1, 2 u 3 hawn fuq deskritti huma suġġetti flimkien għall-ħlas ta' ċens perpetwu ta' sbatax-il xelin u għaxar soldi (17s10d) li jitħallas lill-intimati favur terzi mhux magħrufa;

Illi l-porzjonijiet kollha preċitati huma suġġetti flimkien għall-ħlas ta' renta fondjarja perpetwa ta' disa' liri Maltin (Lm9) ekwivalenti għal għoxrin ewro u sebgħa u disgħin ċenteżmu (€20.97c), favur l-intimati mhux magħrufa;

Illi l-esponenti jixtiequ jipprevalixxu rwiħhom mill-fakultà mogħtija lilhom bl-artiklu 1501 tal-Kodiċi Ċivili u jifdu ċ-ċens gravanti dawn il-porzjonijiet. Illi s-somma ta' sbatax-il xelin u għaxar soldi (17s10d) kapitalizzata bil-5% tammonta għas-somma tal-ekwivalenti llum ta' wieħed u għoxrin ewro u tnejn u erbgħin ċenteżmu (€21.42c);

Illi fl-istess waqt l-esponenti jixtiequ jipprevalixxu rwiħhom mill-fakultà mogħtija lilhom bl-artiklu 1698 tal-Kodiċi Ċivili u jifdu r-renta fondjarja perpetwa gravanti fuq l-imsemmija porzjonijiet. Illi s-somma ta' disa' liri sterlini (£9) kapitalizzata bit-3% tammonta għas-somma ta' tliet mitt lira sterlina (£300) li hija ekwivalenti għas-somma ta' tliet mija u sittin ewro €360 skont ir-rata tal-kambju kurrenti;

Illi l-esponenti qed jiddepożitaw dawn iż-żewġ somom ta' €21.42c u €360 rispettivament, liema somom jistgħu jiġu

property belonging to Savier Portelli, or more correct boundaries, as better shown on a plan annexed to the schedule of deposit marked with the letter 'B';

3. A portion of land consisting of two contiguous parcels known as 'Ta' Kuxxina', measuring approximately 731m², bounded on the north by property belonging to the Muscat family, on the east by property belonging to the Portelli family and the family known as 'Ta' Sufina,' and on the southwest by property belonging to the Rapa family, or more correct boundaries, subject to the passage in favour of third parties, as better shown on a plan annexed to the schedule of deposit, marked with the letter 'C';

4. Portion of land 'Ta' Ċeqer,' measuring approximately 172m² bounded southeast by the property of the Portelli family, west-northwest by the property of the Debono family and south by the property of the Muscat family known as 'Ta' Zerrek', or more correct boundaries, as better shown on the plan annexed to the schedule of deposit, marked with the letter 'D'.

That portions numbered 1, 2 and 3 above described are jointly subject to the payment of a perpetual ground rent of seventeen shillings and ten pence (17s10d) payable to the respondents in favour of unknown third parties;

That all the aforementioned portions are jointly subject to the payment of a perpetual land annuity of nine Maltese liri (Lm9) equivalent to twenty euros and ninety-seven cents (€20.97c), in favour of the unknown respondents;

That the applicants wish to avail themselves of the faculty granted to them by article 1501 of the Civil Code and redeem the rent burdening these portions. That the sum of seventeen shillings and ten pence (17s10d) capitalized at 5% amounts to the sum of the equivalent today of twenty-one euros and forty-two cents (€21.42c);

Whereas, concurrently, the applicants wish to avail themselves of the faculty granted to them by article 1698 of the Civil Code and redeem the perpetual land annuity burdening the said portions. That the sum of nine pounds sterling (£9) capitalised at 3% amounts to the sum of three hundred pounds sterling (£300) which is equivalent to the sum of three hundred and sixty euros (€360) according to the current exchange rate;

That the applicants are depositing these two sums of €21.42c and €360 respectively, which sums can be freely

liberament żbankati minn min għandu dritt għalihom skont il-liġi u dan wara li titħalla d-debita riċevuta.

Inti għaldaqshekk ordnat li twaħħal kopja uffiċjali ta' dan il-bandu fid-daħla ta' din il-Qorti u ssejjaħ b'dan lil kull min irid jidħol bħala kuratur biex jidher fi żmien sitt (6) ijiem f'dan ir-Reġistru u jagħmel b'nota d-dikjarazzjoni illi huwa jidħol għal dan.

Inti ordnat ukoll li tgħarraf lil kull wieħed illi jekk ma jagħmilx din id-dikjarazzjoni fiż-żmien fuq mogħti, din il-Qorti tgħaddi biex tagħżel kuratur tal-uffiċċju. U wara li tkun għamilt dan, jew jekk tiltaqa' ma' xi xkiel fl-eżekuzzjoni ta' dan il-bandu, inti għandek tgħarraf lil din il-Qorti.

Mogħti mill-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, hawn fuq imsemmija bix-xhieda tal-Maġistrat Dott. Simone Grech, BA, LLD, Mag. Jur. (Eur. Law), tal-Qorti hawn fuq imsemmija.

Illum 20 ta' Diċembru, 2024

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

You are therefore ordered to affix an official copy of these banns at the entrance of this Court and thereby summon anyone who wishes to be appointed as a curator to appear within six (6) days in this Registry and file a note by which they declare that they so do wish.

You are also ordered to inform one and all that if they do not make this declaration within the time given above, this Court will proceed to select a curator of the office. And after you have done so, or if you encounter any impediment in the execution of these banns, you shall inform this Court.

Given by the aforesaid Court of Magistrates (Gozo), Superior Jurisdiction, General Section, by the witness of Magistrate Dr Simone Grech, BA, LLD, Mag. Jur. (Eur. Law), a Magistrate of the aforesaid Court.

Today the 20th of December, 2024

Registry of the Court of Magistrates (Gozo), Superior Jurisdiction, General Section

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Gozo Courts and Tribunals

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Bandu għall-Kuraturi

Repubblika ta' Malta

Lill-Uffiċjal Eżekuttiv tal-Qorti tal-Maġistrati (Għawdex)

Ikun jaf kulħadd illi b'digriet mogħti fl-4 ta' Jannar, 2025, il-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, ordnat il-pubblikazzjoni tal-estratt riprodott hawn taħt u dan ai termini tal-artikolu 931(3) tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili.

B'digriet mogħti fl-4 ta' Jannar, 2025, ġie ordnat li jintgħażel kuratur deputat skont il-liġi sabiex jirrappreżenta lis-sidien mhux magħrufa ta' ċens annwu u perpetwu fl-atti taċ-ċedola ta' depożitu u kontestwali fidi ta' ċens li ġġib in-numru 428/2024 fl-ismijiet 'Carmen Sultana Mercieca vs Kuraturi Deputati sabiex jirrappreżentaw lis-sidien mhux

Banns for curators

Republic of Malta

To the Executive Officer of the Court of Magistrates (Gozo)

It is hereby notified that by a decree given on the 4 of January, 2025, the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, ordered the publication of the extract reproduced below and this in terms of article 931(3) of the Code of Organisation and Civil Procedure.

By a decree given on the 4th of January, 2025, it was ordered that a deputy curator be appointed in accordance with the law to represent the unknown owners of the annual and perpetual lease in the records of the schedule of deposit and contextual redemption of ground rent bearing number 428/2024 in names 'Carmen Sultana Mercieca vs Deputy

magħrufa ta' ċens annwu u perpetwu imsemmi fl-istess ċedola', ippreżentata fid-19 ta' Novembru, 2024, fil-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, u fl-atti l-oħrajn kollha relattivi u sussegwenti.

L-immobbli oġġett ta' din iċ-ċedola huwa:

Il-fond numru 105 fi Triq ta' Bullara, Ix-Xagħra, Għawdex, tal-kejl ta' ċirka 490 metru kwadru, konfinanti mit-Tramuntana ma' beni ta' Victor Portelli, mill-Punent mat-triq u min-Nofsinhar ma' beni tal-Gvern ta' Malta, kif jidher fuq il-pjanta annessa maċ-ċedola, liema fond huwa suġġett għaċ-ċens annwu u perpetwu ta' sebgħin ċenteżmu (€0.70c), illi l-esponenti jridu jifdu billi jipprevalixxu ruħhom mill-fakultà mogħtija lilhom mill-Artikolu 1501 et sequitur tal-Kodiċi Ċivili, liema somma ta' €0.70c kapitalizzata bil-ħamsa fil-mija (5%) tammonta għal erbatax-il ewro (€14.00c). Illi l-esponenti qegħdin ukoll jiddepożitaw is-somma ta' tliet ewro u ħamsin ċenteżmu (€3.50c) bħala arretrati ta' ħlas taċ-ċens, biex b'hekk l-ammont globali depożitati huwa ta' sbatax-il ewro u ħamsin ċenteżmu (€17.50c), liema somma tista' tiġi liberament żbankata minn min għandu dritt għaliha skont il-liġi u dan wara li titħalla d-debita riċevuta.

Inti għaldaqshekk ordnat li twaħħal kopja uffiċjali ta' dan il-bandu fid-daħla ta' din il-Qorti u ssejjaħ b'dan lil kull min irid jidħol bħala kuratur biex jidher fi żmien sitt (6) ijiem f'dan ir-Reġistru u jagħmel b'nota d-dikjarazzjoni illi huwa jidħol għal dan.

Inti ordnat ukoll li tgħarraf lil kull wieħed illi jekk ma jagħmilx din id-dikjarazzjoni fiż-żmien fuq mogħti, din il-Qorti tgħaddi biex tagħżel kuratur tal-uffiċċju. U wara li tkun għamilt dan, jew jekk tiltaqa' ma' xi xkiel fl-esekuzzjoni ta' dan il-bandu, inti għandek tgħarraf lil din il-Qorti.

Mogħti mill-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, hawn fuq imsemmija bix-xhieda tal-Maġistrat Dott. Brigitte Sultana LLD, LLM (Cardiff), Adv. Trib. Eccl. Melit., tal-Qorti hawn fuq imsemmija.

Illum 4 ta' Jannar, 2025

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

Curators to represent the unknown owners of the annual and perpetual ground rent mentioned in the same schedule of deposit,' filed on the 19th of November, 2024, in the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, and in all other relative and subsequent deeds.

The immovable property subject to this deed is:

The premises numbered 105 in Triq ta' Bullara, Xagħra, Gozo, measuring approximately 490 square metres, bounded on the north with the property of Victor Portelli, on the west with the street and on the south with property of the Government of Malta, as shown on the plan annexed to the schedule of deposit, which premises is subject to the annual and perpetual ground rent of seventy cents (€0.70c), which the applicants wish to redeem by availing themselves of the faculty granted to them by Article 1501 et sequitur of the Civil Code, which sum of €0.70c capitalised at five per cent (5%) amounts to fourteen euros (€14.00c). That the applicants are also depositing the sum of three euros and fifty cents (€3.50c) as arrears of payment of the rent, so that the global amount deposited is seventeen euros and fifty cents (€17.50c), which sum can be freely withdrawn by whoever is entitled to it according to law and this after due receipt is tendered.

You are therefore ordered to affix an official copy of these banns at the entrance of this Court and thereby summon anyone who wishes to be appointed as a curator to appear within six (6) days in this Registry and file a note by which they declare that they so do wish.

You are also ordered to inform one and all that if they do not make this declaration within the time given above, this Court will proceed to select a curator of the office. And after you have done so, or if you encounter any impediment in the execution of these banns, you shall inform this Court.

Given by the aforesaid Court of Magistrates (Gozo), Superior Jurisdiction, General Section, by the witness of Magistrate Dr Brigitte Sultana, LLD, LLM (Cardiff), Adv. Trib. Eccl. Melit., a Magistrate of the aforesaid Court.

Today the 4th of January, 2025

Registry of the Court of Magistrates (Gozo), Superior Jurisdiction, General Section

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Gozo Courts and Tribunals

Ippubblikat mid-Dipartiment tal-Informazzjoni (doi.gov.mt) — Valletta — *Published by the Department of Information (doi.gov.mt) — Valletta*
Mitbugħ fl-Istamperija tal-Gvern fuq karta FSC® — *Printed at the Government Printing Press on FSC® certified paper*