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SOMMARJU – SUMMARY

Notifikazzjonijiet tal-Gvern ..... 3129 - 3144
Government Notices ..... *3129 - 3144*

Avviżi tal-Pulizija ..... 3144 - 3149
Police Notices ..... *3144 - 3149*

Avviżi lill-Baħħara ..... 3150 - 3152
Notices to Mariners ..... *3150 - 3152*

Opportunitajiet ta' Impjieg ..... 3152 - 3301
Employment Opportunities ..... *3152 - 3301*

Avviżi tal-Gvern ..... 3301 - 3307
Notices ..... *3301 - 3307*

Offerti ..... 3307 - 3311
Tenders ..... *3307 - 3311*

Avviżi tal-Qorti ..... 3311 - 3332
Court Notices ..... *3311 - 3332*

NOTIFIKAZZJONIJIET TAL-GVERN

Nru. 387

IL-PRESIDENT TA' MALTA TERĠA' LURA FUQ DMIRIJIETHA

NGĦARRFU għall-informazzjoni ta' kulħadd illi l-President ta' Malta reġgħet daħlet għall-qadi tad-drittijiet tal-Kariga tagħha ta' President nhar il-Ħamis, 6 ta' Marzu, 2025.

Dott. Francis Zammit Dimech ma baqax jaqdi l-funzjonijiet ta' President.

Is-7 ta' Marzu, 2025

Nru. 388

AĠENT PRIM MINISTRU

NGĦARRFU għall-informazzjoni ta' kulħadd illi, fuq il-parir tal-Prim Ministru, il-President ta' Malta ordnat illi l-Onor. Ian Borg, LLB, Dip. Not. Pub., LLD, MP, Deputat Prim Ministru u Ministru għall-Affarijiet Barranin u t-Turiżmu, jassumi d-dmirijiet addizzjonali ta' Prim Ministru, nhar il-Ħamis, 6 ta' Marzu, 2025, matul l-assenza minn Malta tal-Onor. Robert Abela, KUOM, BA, LLD, Adv. Trib. Melit., MP.

Il-5 ta' Marzu, 2025
(OPM/19/2022)

Nru. 389

ATT TDWAR IL-KUMMISSARJU GĦAT-TFAL (Kap. 462)

Ħatra ta' Kummissarju għat-Tfal

BIS-SAĦĦA tas-setgħat mogħtija bl-artiklu 3 (1) tal-Att dwar il-Kummissarju għat-Tfal (Kap. 462), u għall-finijiet ta' dak l-Att, il-Prim Ministru ħatar lis-Sa Antoinette Vassallo bħala Kummissarju għat-Tfal, b'seħħ mill-1 ta' Frar, 2025 sal-4 ta' Marzu, 2026.

Is-7 ta' Marzu, 2025

Nru. 390

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 128 imsejjaħ l-Att tal-2025 li jemenda Liġijiet Varji dwar Attivitajiet tal-Kannabis.

Is-7 ta' Marzu, 2025

GOVERNMENT NOTICES

No. 387

RESUMPTION OF DUTIES BY THE PRESIDENT OF MALTA

IT is notified for general information that the President of Malta has resumed the functions of the Office of the President on Thursday, 6th March, 2025.

Dr Francis Zammit Dimech has ceased to perform the function of President.

7th March, 2025

No. 388

ACTING PRIME MINISTER

IT is notified for general information that, acting on the advice of the Prime Minister, the President of Malta has directed that the Hon. Ian Borg, LLB, Dip. Not. Pub., LLD, MP, Deputy Prime Minister and Minister for Foreign Affairs and Tourism, assumes the additional duties of the Prime Minister, on Thursday, 6th March, 2025, during the absence from Malta of the Hon. Robert Abela, KUOM, BA, LLD, Adv. Trib. Melit., MP.

5th March, 2025

No. 389

COMMISSIONER FOR CHILDREN (Cap. 462)

Appointment of Commissioner for Children

IN Exercise of the powers conferred by section 3 (1) of the Commissioner for Children Act (Cap. 462), and for the purpose of that Act, the Prime Minister has appointed Ms Antoinette Vassallo as Commissioner for Children, with effect from 1st February, 2025 until 4th March, 2026.

7th March, 2025

No. 390

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. 128 entitled the Various Laws relating to Cannabis Activities (Amendment) Act, 2025.

7th March, 2025

Nru. 391

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:

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

Cachia, is-Sur Stephen – Senior Counsellor, Ambaxxata tar-Repubblika ta' Malta, Lisbona, Ir-Repubblika Portugiża

Formosa, is-Sa Fiona Jayne – Ambaxxatur, Ambaxxata tar-Repubblika ta' Malta, Dublin, l-Irlanda

Vella, is-Sur Bernard – First Secretary, Ambaxxata tar-Repubblika ta' Malta, Brasilia, ir-Repubblika Federattiva tal-Brażil

Uffiċjali Pubbliċi/Impjegati Pubbliċi

Gerada, is-Surġent Dylan – Korp tal-Pulizija ta' Malta

Mifsud, l-Ispettur Chantelle – Korp tal-Pulizija ta' Malta

Avukati

Darmanin, Dott. Andrea

Magri, Dott. Julia

Muscat, Dott. Claudia

Rausi, Dott. Sarah Jane

B'Awtorità
JONATHAN ATTARD
Ministru għall-Ġustizzja u r-Riforma tas-Settur tal-Kostruzzjoni

Is-7 ta' Marzu, 2025

MJEG 21/2020/13

No. 391

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:

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

Cachia, Mr Stephen – Senior Counsellor, Embassy of the Republic of Malta, Lisbon, The Portuguese Republic

Formosa, Ms Fiona Jayne – Ambassador, Embassy of the Republic of Malta, Dublin, Ireland

Vella, Mr Bernard – First Secretary, Embassy of the Republic of Malta, Brasilia, The Federative Republic of Brazil

Public Officers/Public Employees

Gerada, Sergeant Dylan – Malta Police Force

Mifsud, Inspector Chantelle – Malta Police Force

Advocates

Darmanin, Dr Andrea

Magri, Dr Julia

Muscat, Dr Claudia

Rausi, Dr Sarah Jane

By Authority
JONATHAN ATTARD
Minister for Justice and Reform of the Construction Sector

7th March, 2025

Nru. 392

ĦATRA TA' AĠENT SUPRETENDENT TAS-SAĦĦA PUBBLIKA

IS-SEGRETARJU Permanenti fil-Ministeru għas-Saħħa u Anzjanità Attiva approva l-ħatra temporanja li ġejja:

ISEM *NAME*	POST *POST*	DIVIŻJONI *DIVISION*	DATA *DATE*
Is-Sur Clarence Pace	Aġent Supretendent tas-Saħħa Pubblika *Acting Superintendant of Public Health*	Saħħa *Health*	10.3.2025 - 12.3.2025

Is-7 ta' Marzu, 2025

No. 392

ACTING APPOINTMENT OF SUPERINTENDENT OF PUBLIC HEALTH

THE Permanent Secretary in the Ministry for Health and Active Ageing has approved the following acting appointment:

7th March, 2025

Nru. 393

ATT DWAR L-AMMINISTRAZZJONI TAT-TAXXA (KAP. 372) ATT DWAR IT-TAXXA FUQ IL-VALUR MIŻJUD (KAP. 406)

Avviż skont l-Artikolu 29 tal-Att dwar l-Amministrazzjoni tat-Taxxa (Kap. 372) u Artikolu 73(2) tal-Att dwar it-Taxxa fuq il-Valur Miżjud (Kap. 406)

SKONT id-dispożizzjonijiet tal-proviso tal-Artikolu 29(1) tal-Att dwar l-Amministrazzjoni tat-Taxxa u/jew tal-Artikolu 73(2) tal-Att Dwar it-Taxxa tal-Valur Miżjud, il-Kummissarju tat-Taxxa u d-Dwana b'dan jgħarraf lill-persuni msemmija aktar 'l isfel biex imorru l-Amministrazzjoni Maltija tat-Taxxa u d-Dwana, Direttorat tal-Objections u Appeals, Blokk 1, Triq Vincenzo Dimech, Il-Furjana FRN 1700, fi żmien tletin ġurnata minn din il-pubblikazzjoni sabiex jiġbru l-avviż/i magħmula fuqhom.

Isem	*Referenza*
Is-Sur Darren Steven Formosa	MT2468-0307
Is-Sur Joseph Casha	757858M

Is-7 ta' Marzu, 2025

No. 393

INCOME TAX MANAGEMENT ACT (CAP. 372) VALUE ADDED TAX ACT (CAP. 406)

Notice in terms of Article 29 of the Income Tax Management Act (Cap. 372) and Article 73(2) Value Added Tax Act (Cap. 406)

IN terms of the proviso to Article 29(1) of the Income Tax Management Act and/or Article 73(2) of the Value Added Tax Act, the Commissioner for Tax and Customs hereby notifies the person listed hereunder to call at the Malta Tax and Customs Administration, Objections and Appeals Directorate, Block 1, Triq Vincenzo Dimech, Floriana FRN 1700, by not later than thirty days from the date of this publication to collect the notice/s issued on such person.

Name	*Reference*
Mr Darren Steven Formosa	MT2468-0307
Mr Joseph Casha	757858M

7th March, 2025

No. 394

MALTA BUSINESS REGISTRY

Avviż tar-Reġistratur tal-Persuni Ġuridiċi

SKONT is-subartikolu (2) ta' l-Artikolu 68 tat-Tieni Skeda tal-Kodiċi Ċivili, ir-Reġistratur tal-Persuni Ġuridiċi jgħarraf illi l-organizzazzjonijiet hawn taħt imsemmija għandhom jitqiesu bħala xolti u isimhom jitħassar minn fuq ir-reġistru f'għeluq tliet xhur mid-data ta' dan l-avviż, sakemm ma tintweriex raġuni biex isir il-kuntrarju.

L-attiv tal-organizzazzjonijiet imsemmija jgħaddi skont kif jingħad fuq l-istatut jew, f'każ li ma hemmx statut, kif imsemmi fit-Tieni Skeda tal-Kodiċi Ċivili f'każ ta' xoljiment, meta isimhom jitħassar minn fuq ir-reġistru.

Isem
Name

MOJ FOUNDATION

Dott. Geraldine A. Spiteri Lucas, LLD
Reġistratur tal-Persuni Ġuridiċi

Is-7 ta' Marzu, 2025

No. 394

MALTA BUSINESS REGISTRY

Notice by the Registrar for Legal Persons

NOTICE is hereby given by the Registrar for Legal Persons in terms of subsection (2) of Section 68 of the Second Schedule to the Civil Code, that the undermentioned organisations shall be struck off the register at the expiration of three months from the date of this notice, unless cause is previously shown to the contrary.

The remaining assets of the undermentioned organisations shall devolve in accordance with the provisions of the statute or in the absence of such statute, in accordance with the provisions of the Second Schedule to the Civil Code as would occur on dissolution, once their names are struck off the register.

Numru ta' Reġistrazzjoni
Registration number

PFLP 133

Dr Geraldine A. Spiteri Lucas, LLD
Registrar for Legal Persons

7th March, 2025

Nru. 395

NUMRI ĠODDA TA' BIBIEN FL-ISLA

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 fl-Isla, hawn taħt elenkati u speċifikati f'din l-iskeda, għandhom jinbidlu kif jidher fl-iskeda msemmija.

No. 395

NUMBERING OF DOORS AT L-ISLA

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 L-Isla, specified in the subjoined schedule, be altered as stated in the said schedule.

SKEDA/*SCHEDULE*

L-ISLA

TRIQ SANT'ANĠLU

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

Left side entering from Triq is-Sirena

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
2, Casa Madonnina	1
4, Papillon	3
5 (Flettijiet)	5
6	7
7	9
8	11
Bieb bla numru	13
Persjana	15
11	17
Bieb bla numru	19
13 (Flettijiet)	21
14	23
Bieb bla numru	25
14	27
Bieb imbarrat	29
15	31
17	33
18 (Flettijiet)	35
19 (Flettijiet)	37
20, Ave Maria	39
21	41
22	43
Ħanut	45
26 (Flettijiet)	47
27	49
28, Dylkim	51
30	53
31, Moco	55
33	57
34 (Flettijiet)	59
35	61
36	63

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

Right side entering from Triq is-Sirena

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
78	2
77	4
75	6
74 (Flettijiet)	8
74A, Hyacinth	10
73	12
72	14
Bieb bla numru	16
Bieb bla numru	18
68	20
67, Maria Bambina	22
Bieb bla numru	24
Bieb bla numru	26
Bieb bla numru	28
Bieb bla numru	30
Bieb bla numru	32
60, Casa D'Angelo	34
Bieb bla numru	36
58	38
Persjana	40
55	42
54, Imbierek Alla	44
53	46
Bieb bla numru	48
52	50
51	52
Bieb bla numru	54
48	56
47 (Flettijiet)	58
45	60
44	62
42	64
41	66

Is-7 ta' Marzu, 2025

7th March, 2025

Nru. 396

NUMRI ĠODDA TA' BIBIEN F'TAS-SLIEMA

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'Tas-Sliema, hawn taħt elenkati u speċifikati f'din l-iskeda, għandhom jinbidlu kif jidher fl-iskeda msemmija.

No. 396

NUMBERING OF DOORS AT TAS-SLIEMA

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 Tas-Sliema, specified in the subjoined schedule, be altered as stated in the said schedule.

SKEDA/*SCHEDULE*
TAS-SLIEMA

TRIQ SIR LUIGI CAMILLERI

In-naħa tax-xellug meta tidħol minn Triq it-Torri

Left side entering from Triq it-Torri

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
Garaxx	1
Bieb bla numru	3
Entrance C	5
Whitehall (Flettijiet)	7
5 (Flettijiet)	9
6 (Flettijiet)	11
Garaxx	13
6A, Street Wear (Ħanut)	15
Thai Smile & Spa (Ħanut)	17
7A (Flettijiet)	19
7 (Flettijiet)	21
8	23
Bieb bla numru (Flettijiet)	25
Garaxx	27
10, Chelsea Court	29
Garaxx	31
12	33
Mistral Flats	35
Grada	37
Garaxx	39
12, CS Turnkey Projects (Garaxx)	41
13	43
Garaxx	45
Sub-Station	47
Garaxx	49
16, Clifton Court	51
Bieb bla numru	53
18, Casa Gollcher	55
Garaxx	57
22, Elm	59

In-naħa tal-lemin meta tidħol minn Triq it-Torri

Right side entering from Triq it-Torri

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
Remax Crown (Uffiċċju)	2
Garaxx	4
Garaxx	6
Garaxx	8
Garaxx	10
Garaxx	12
The Crown (Flettijiet)	14
Daħla għall-garaxxijiet	16
57, The Floral Club	18
Garaxx	20
56B (Flettijiet)	22
Daħla għall-garaxxijiet	24
Fondatore Court	26
Bieb bla numru	28
53	30
Garaxx	32
Garaxx	34
52 (Flettijiet)	36
51	38
Bieb bla numru	40
Garaxx	42
49	44
Bieb bla numru	46
Garaxx	48
47 (Flettijiet)	50
Garaxx	52
45, Capricorn Court	54
Garaxx	56
Sir Luigi Apartments	58
Garaxx	60

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
23, Ismailia	61
Garaxx	63
Crampton Court	65
Bieb bla numru	67
Olivier Residence (Flettijiet)	69
Bieb bla numru	71
Garaxx	73
Bieb bla numru	75

Isem/Numru Qadim *Name/Old Number*	Numru Ġdid *New Number*
39, San Diego Apartments	62
38	64
Garaxx	66
Marjo Flats (Flettijiet 1-3)	68
37A (Garaxx)	70
Garaxx	72
36, Marjo Flats (Flettijiet 4-6)	74
Bieb bla numru	76
Garaxx	78
Garaxx	80
32 (Flettijiet)	82
32/7, Total IT Solutions Ltd	84
Garaxx	86
29A (Garaxx)	88
29, Parnew Mansions	90
Saint James Hospital (Uffiċċju)	92

Is-7 ta' Marzu, 2025

7th March, 2025

Nru. 397

No. 397

NUMRI ĠODDA TA' BIBIEN FI FLEUR-DE-LYS, BIRKIRKARA

NUMBERING OF DOORS AT FLEUR-DE-LYS, BIRKIRKARA

Emendi

Amendments

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 231 tal-20 ta' Marzu, 2000, taħt it-titlu 'Numri ġodda ta' bibien f'Birkirkara', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

WITH reference to Government Notice No. 231 dated 20th March, 2000, under the title 'Renumbering of doors at Birkirkara', the following amendments in **bold** should be made.

FLEUR-DE-LYS, BIRKIRKARA

7. TRIQ BORG

In-naħa tax-xellug meta tidħol minn Triq Salvu Psaila

Left side entering from Triq Salvu Psaila

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Josmar	57
Yvonne	59
Garaxx	61
Louis	63

In-naħa tal-lemin meta tidħol minn Triq Salvu Psaila

Right side entering from Triq Salvu Psaila

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

għandhom jinqraw

should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
57, Josmar	57
Daħla għall-garaxxijiet	**59**
Bonavia Court	**59A**
59	**61**
63, Louis	63

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

Is-7 ta' Marzu, 2025

7th March, 2025

Nru. 398

NUMRI ĠODDA TA' BIBIEN FIL-GŻIRA

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 457 tal-10 ta' Ġunju, 1998, taħt it-titlu 'Numri ġodda ta' bibien fil-Gżira', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

No. 398

NUMBERING OF DOORS AT IL-GŻIRA

Amendments

WITH reference to Government Notice No. 457 dated 10th June, 1998, under the title 'Renumbering of doors at Il-Gżira', the following amendments in **bold** should be made.

IL-GŻIRA

1. TRIQ CARLO MANCHÈ

In-naħa tax-xellug meta tidħol minn Triq Manoel de Vilhena

Left side entering from Triq Manoel de Vilhena

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
102, Pompei	83
101, Lourdes	85
Garaxx	87
99	89
98, Casa Micallef	91

In-naħa tal-lemin meta tidħol minn Triq Manoel de Vilhena

Right side entering from Triq Manoel de Vilhena

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

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
83	83
85 (Flettijiet)	**85**
87	**87**
89	89
91, Casa Micallef	91

Is-7 ta' Marzu, 2025

7th March, 2025

Nru. 399

NUMRI ĠODDA TA' BIBIEN FL-IMSIDA

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 979 tas-26 ta' Settembru, 2014, taħt it-titlu 'Numri ġodda ta' bibien fl-Imsida', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

No. 399

NUMBERING OF DOORS AT L-IMSIDA

Amendments

WITH reference to Government Notice No. 979 dated 26th September, 2014, under the title 'Renumbering of doors at L-Imsida', the following amendments in **bold** should be made.

L-IMSIDA

5. TRIQ SANTA VENERA

In-naħa tax-xellug meta tidħol minn Triq Misraħ il-Barrieri

Left side entering from Triq Misraħ il-Barrieri

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

In-naħa tal-lemin meta tidħol minn Triq Misraħ il-Barrieri

Right side entering from Triq Misraħ il-Barrieri

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
2	50
Garaxx	52
Ourasi	54
Garaxx	56
Bieb bla numru	58

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
		Bieb bla numru	60
		Bieb bla numru	62
		Bieb bla numru	64
		Sit bla bini	66

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
		50	50
		52 (Garaxx)	**52**
		54 (Flettijiet)	**54**
		Garaxx	**56**
		56	**58**
		Residenza Augustu (Flettijiet)	**60**
		Bieb bla numru	**62**
		Daħla għall-garaxxijiet	**64**
		Sit bla bini	66

Is-7 ta' Marzu, 2025

Nru. 400

NUMRI ĠODDA TA' BIBIEN FIS-SWIEQI

Emendi

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 626 tas-26 ta' Awwissu, 1997, taħt it-titlu 'Numri ġodda ta' bibien fis-Swieqi', għandhom isiru dawn l-emendi kif indikati b'tipi **grassi**.

7th March, 2025

No. 400

NUMBERING OF DOORS AT IS-SWIEQI

Amendments

WITH reference to Government Notice No. 626 dated 26th August, 1997, under the title 'Renumbering of doors at Is-Swieqi', the following amendments in **bold** should be made.

IS-SWIEQI

55. TRIQ IS-SIRK

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

Left side entering from Triq is-Sidra

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Tas-Sokkors	5
Garaxx	7
Uffiċċju	9
Marbella	11
Orana	13
Fanciulla	15
Garaxx	17
The Sty	19

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

Right side entering from Triq is-Sidra

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

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
5, Tas-Sokkors	5		
7 (Garaxx)	7		

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
Garaxx	**9**		
Porto (Flettijiet)	**11**		
Daħla għall-garaxxijiet	**13**		
13, Orana (Flettijiet)	**13A**		
Arya	**13B**		
Daħla għall-garaxxijiet	**15**		
15, Fanciulla (Flettijiet)	**17**		
19, The Sty	19		

Is-7 ta' Marzu, 2025

Nru. 401

NUMRI ĠODDA TA' BIBIEN FL-ISLA

Korrezzjoni

B'RIFERENZA għan-Notifikazzjoni tal-Gvern Nru. 14 tas-6 ta' Jannar, 2006, taħt it-titlu 'Numri ġodda ta' bibien fl-Isla', għandha ssir din il-korrezzjoni kif indikata b'tipi **grassi**.

7th March, 2025

No. 401

NUMBERING OF DOORS AT L-ISLA

Correction

WITH reference to Government Notice No. 14 dated 6th January, 2006, under the title 'Renumbering of doors at L-Isla', the following correction in **bold** should be made.

L-ISLA

9. TRIQ SAN ĠUŻEPP

In-naħa tax-xellug meta tidħol minn Triq il-Ħabs l-Antik

Left side entering from Triq il-Ħabs l-Antik

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
37	81
38	82
39 (Flettijiet)	83
40	84
41	85
43	86
44	87
45	88
46	89
47	90
Garaxx	91
Garaxx	92
Garaxx	93
Garaxx	94
Bieb bla numru (Dar)	95
53	96
Garaxx	97
Garaxx	98
Garaxx	99
Garaxx	100
60	101
61	102
63	103
64 (Garaxx)	104

In-naħa tal-lemin meta tidħol minn Triq il-Ħabs l-Antik

Right side entering from Triq il-Ħabs l-Antik

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*
65	105		
66	106		
67	107		
Garaxx	108		
Garaxx	109		
70	110		
Garaxx	111		
72	112		
Garaxx	113		
Garaxx	114		
75	115		
Bieb tal-ġenb	116		

għandhom jinqraw
should read

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
81	81		
82	**83**		
83 (Flettijiet)	**85**		
84	**87**		
85	**89**		
86	**91**		
87	**93**		
88	**95**		
89	**97**		
90	**99**		
91 (Garaxx)	**101**		
92 (Garaxx)	**103**		
93, Wilclaud (Garaxx)	**105**		
94 (Garaxx)	**107**		
95	**109**		
96	**111**		
97 (Garaxx)	**113**		
98 (Garaxx)	**115**		
99 (Garaxx)	**117**		
100 (Garaxx)	**119**		
60 (Persjana)	**121**		
Gardjola	**123**		
102	**125**		
103	**127**		
104 (Garaxx)	**129**		
105	**131**		
106	**133**		
107, High Winds	**135**		
108 (Garaxx)	**137**		
109 (Garaxx)	**139**		
110	**141**		

Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*	Isem/Numru Qadim *Name/Old Number*	Numru ġdid *New Number*
111 (Garaxx)	**143**		
112	**145**		
113	**147**		
114 (Garaxx)	**149**		
115, St Joseph	**151**		
116 (Bieb tal-ġenb)	**153**		

Is-7 ta' Marzu, 2025

Nru. 402

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

Skema ta' Għotja tal-Gvern, inkluża Skema ta' Skrappjar, għax-xiri ta' vetturi Plug-in Hybrid ġodda jew użati u vetturi elettriċi użati fil-Kategorija M u N, u l-konverżjoni ta' roti għal pedelecs, għal Persuni, Kunsilli Lokali, Organizzazzjonijiet Volontarji u Impriżi

L-ISKEMA tidħol fis-seħħ fl-1 ta' Jannar, 2025, u tibqa' fis-seħħ sal-31 ta' Diċembru, 2025, sakemm ma tiġix modifikata jew mitmuma minn qabel b'Avviż fil-Gazzetta tal-Gvern. Din l-iskema, li għandha taħseb biss għall-applikazzjonijiet li rċeviet Transport Malta li ma setgħux jibbenefikaw mill-iskema simili li kienet fis-seħħ fl-2022, għandha titqies bħala mitmuma meta l-baġit allokat jiġi eżawrit. Minkejja dan, il-Gvern jista' jtemm l-iskema f'kull żmien billi jagħti avviż minn qabel.

Skont id-dispożizzjonijiet tal-paragrafu 9 tal-Avviż tal-Gvern Nru 1746 ippubblikat fil-Gazzetta tal-Gvern Nru 20,980 tat-23 ta' Diċembru, 2022, il-Ministru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi qed jagħmel l-emendi li ġejjin għall-Iskema:

1. Il-paragrafu 2.9 tal-Iskema għandu jiġi mħassar u sostitwit b'dan il-paragrafu ġdid li ġej:

"2.9 Fil-każ ta' applikazzjonijiet għal għotja taħt din l-iskema minn impriżi stabbiliti f'Malta jew organizzazzjonijiet volontarji li jwettqu attività ekonomika fis-sens tal-Artikolu 107 TFUE, l-għajnuna se tingħata f'konformità ma' wieħed mir-Regolamenti de minimis li ġejjin:

a) Għal impriżi li huma attivi fil-produzzjoni primarja ta' prodotti agrikoli: Regolament tal-Kummissjoni (UE) Nru 1408/2013 tat-18 ta' Diċembru 2013 dwar l-applikazzjoni tal-Artikoli 107 u 108 tat-Trattat dwar il-Funzjonament tal-Unjoni Ewropea għal għajnuna de minimis fis-settur tal-agrikoltura (ĠU L 352/9, 24.12.2013), kif emendat bir-Regolament tal-

7th March, 2025

No. 402

MINISTRY FOR TRANSPORT, INFRASTRUCTURE AND PUBLIC WORKS

Government Grant Scheme, including Scrappage Scheme, for the purchase of new or used Plug-in Hybrid vehicles and used electric vehicles in Category M and N, and the conversion of bicycles to pedelecs, for Persons, Local Councils, Voluntary Organisations and Undertakings

THE scheme will enter into force on the 1st of January, 2025, and will remain in force until 31st December 2025, unless modified or terminated beforehand by a Notice in the Government Gazette. This scheme, which shall only cater for applications received by Transport Malta that could not benefit from the similar scheme that was in place in 2022, shall be considered as terminated when the allocated budget is exhausted. Notwithstanding, Government may terminate the scheme at any time by giving prior notice.

In terms of the provisions of paragraph 9 of the Government Notice No. 1746 published in the Government Gazette No. 20,980 dated 23rd December, 2022, the Minister for Transport, Infrastructure and Public Works is making the following amendments to the Scheme:

1. Paragraph 2.9 of the Scheme shall be deleted and substituted by the following new sub-paragraph:

"2.9 In the case of applications for a grant under this scheme by undertakings established in Malta or Voluntary Organisation that carry out an economic activity within the meaning of Article 107 TFEU, assistance will be provided in line with one of the following de minimis regulations:

a) For undertakings that are active in the primary production of agricultural products: Commission Regulation (EU) No. 1408/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid in the agriculture sector (OJ L 352/9, 24.12.2013), amended by Commission

Kummissjoni (UE) 2019/316 tal-21 ta' Frar 2019 li jemenda r-Regolament (UE) Nru 1408/2013 dwar l-applikazzjoni tal-Artikoli 107 u 108 tat-Trattat dwar il-Funzjonament tal-Unjoni Ewropea għal għajnuna de minimis fis-settur tal-agrikoltura (ĠU L 51I, 22.2.2019), bir-Regolament tal-Kummissjoni (UE) Nru 2023/2391 tal-4 ta' Ottubru 2023 li jemenda r-Regolamenti (UE) Nru 717/ 2014, (UE) Nru 1407/2013, (UE) Nru 1408/2013 u (UE) Nru 360/2012 fir-rigward ta' għajnuna de minimis għall-ipproċessar u l-kummerċjalizzazzjoni ta' prodotti tas-sajd u tal-akkwakultura, u r-Regolament (UE) Nru 717/2014 fir-rigward tal-ammont totali ta' għajnuna de minimis mogħtija lil impriża waħda, il-perjodu ta' applikazzjoni tagħha u kwistjonijiet oħra (ĠU L, 2023/2391, 05.10.2023) u bir-Regolament tal-Kummissjoni (UE) 2024/3118 tal-10 ta' Diċembru 2024 li jemenda r-Regolament (UE) Nru 1408/2013 dwar l-applikazzjoni tal-Artikoli 107 u 108 tat-Trattat dwar il-Funzjonament tal-Unjoni Ewropea għall-għajnuna de minimis fis-settur tal-agrikoltura (ĠU L 2024/3118, 13.12.2024);

Regulation (EU) 2019/316 of 21 February 2019 amending Regulation (EU) No. 1408/2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid in the agriculture sector (OJ L 51I, 22.2.2019), by Commission Regulation (EU) No. 2023/2391 of 4 October 2023 amending Regulations (EU) No. 717/2014, (EU) No 1407/2013, (EU) No. 1408/2013 and (EU) No. 360/2012 as regards de minimis aid for the processing and marketing of fishery and aquaculture products, and Regulation (EU) No. 717/2014 as regards the total amount of de minimis aid granted to a single undertaking, its period of application and other matters (OJ L, 2023/2391, 05.10.2023) and by Commission Regulation (EU) 2024/3118 of 10 December 2024 amending Regulation (EU) No. 1408/2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid in the agriculture sector (OJ L, 2024/3118, 13.12.2024);

b) Għal impriżi li huma attivi fil-produzzjoni primarja tal-prodotti tas-sajd u l-akkwakultura: Regolament tal-Kummissjoni (UE) Nru 717/2014 tas-27 ta' Ġunju 2014 dwar l-applikazzjoni tal-Artikoli 107 u 108 tat-Trattat dwar il-Funzjonament tal-Unjoni Ewropea għal għajnuna de minimis fis-settur tas-sajd u l-akkwakultura (ĠU L 190/45, 28.6.2014), kif emendat bir-Regolament tal-Kummissjoni (UE) 2020/2008 tat-8 ta' Diċembru 2020 li jemenda r-Regolamenti (UE) Nru 702/2014, (UE) Nru 717/ 2014 u (UE) Nru 1388/2014, fir-rigward tal-perjodu ta' applikazzjoni tagħhom u aġġustamenti rilevanti oħra (ĠU L 414/15, 9.12.2020), bir-Regolament tal-Kummissjoni (UE) 2022/2514 tal-14 ta' Diċembru 2022 li jemenda r-Regolament (UE) Nru 717/2014 fir-rigward tal-perjodu ta' applikazzjoni tiegħu (ĠU L 326, 21.12.2022) u bir-Regolament tal-Kummissjoni (UE) Nru 2023/2391 tal-4 ta' Ottubru 2023 li jemenda r-Regolamenti (UE) Nru 717/2014, (UE) Nru 1407/ 2013, (UE) Nru 1408/2013 u (UE) Nru 360/2012 fir-rigward tal-għajnuna de minimis għall-ipproċessar u l-kummerċjalizzazzjoni ta' prodotti tas-sajd u tal-akwakultura, u r-Regolament (UE) Nru 717/2014 fir-rigward tal-ammont totali ta' de minimis għajnuna mogħtija lil impriża waħda, il-perjodu ta' applikazzjoni tagħha u kwistjonijiet oħra (ĠU L, 2023/2391, 05.10.2023);

b) For undertakings that are active in the primary production of fishery and aquaculture products: Commission Regulation (EU) No. 717/2014 of 27 June 2014 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid in the fishery and aquaculture sector (OJ L 190/45, 28.6.2014), as amended by Commission Regulation (EU) 2020/2008 of 8 December 2020 amending Regulations (EU) No. 702/2014, (EU) No 717/2014 and (EU) No. 1388/2014, as regards their period of application and other relevant adjustments (OJ L 414/15, 9.12.2020), by Commission Regulation (EU) 2022/2514 of 14 December 2022 amending Regulation (EU) No 717/2014 as regards its period of application (OJ L 326, 21.12.2022) and by Commission Regulation (EU) No. 2023/2391 of 4 October 2023 amending Regulations (EU) No. 717/2014, (EU) No. 1407/2013, (EU) No. 1408/2013 and (EU) No. 360/2012 as regards de minimis aid for the processing and marketing of fishery and aquaculture products, and Regulation (EU) No. 717/2014 as regards the total amount of de minimis aid granted to a single undertaking, its period of application and other matters (OJ L, 2023/2391, 05.10.2023);

c) Għal impriżi li huma attivi fis-setturi l-oħra kollha: Regolament tal-Kummissjoni (UE) 2023/2831 tat-13 ta' Diċembru 2023 dwar l-applikazzjoni tal-Artikoli 107 u 108 tat-Trattat dwar il-Funzjonament tal-Unjoni Ewropea għal għajnuna de minimis (ĠU L, 2023/2831, 15.12.2023).

c) For undertakings that are active in all other sectors: Commission Regulation (EU) 2023/2831 of 13 December 2023 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (OJ L, 2023/2831, 15.12.2023).

L-ammont totali ta' għajnuna de minimis mogħtija lil impriża waħda m'għandux jaqbeż il-limiti stabbiliti fir-Regolamenti de minimis applikabbli indikati hawn fuq. Skont l-attività tal-applikant, il-limiti de minimis huma kif ġej:

The total amount of de minimis aid granted to a single undertaking must not exceed the thresholds established in the applicable de minimis Regulation outlined above. The applicable de minimis thresholds are as follows:

a) Għal impriżi attivi fil-produzzjoni primarja ta' prodotti agrikoli, l-ammont totali ta' għajnuna de minimis mogħtija

a) For undertakings active in the primary production of agricultural products, the total amount of de minimis aid

lil impriża waħda m'għandux jaqbeż il-€50,000 fuq kwalunkwe perjodu ta' tliet snin;

b) Għal impriżi attivi fil-produzzjoni primarja tal-prodotti tas-sajd u l-akkwakultura, l-ammont totali ta' għajnuna de minimis mogħtija lil impriża waħda m'għandux jaqbeż it-€30,000 fuq kwalunkwe perjodu ta' tliet snin fiskali;

c) Għall-impriżi l-oħra kollha, l-ammont totali ta' għajnuna de minimis m'għandux jaqbeż it-€300,000 għal kull impriża waħda fuq kwalunkwe perjodu ta' tliet snin.

Dan il-limitu massimu jkun jinkludi l-għajnuna kollha mill-Istat mogħtija taħt din l-iskema ta' għajnuna u kwalunkwe miżura oħra ta' għajnuna mill-Istat implimentata f'konformità mar-Regolamenti de minimis inkluż dik li tirċievi minn kwalunkwe entità Maltija għajr Transport Malta fuq perjodu ta' tliet snin kif applikabbli. Kwalunkwe għajnuna de minimis riċevuta li taqbeż il-limitu applikabbli stabbilit se jkollha tiġi rkuprata, bl-imgħax, mill-impriża li tirċievi l-għajnuna.

L-applikanti kollha li jwettqu attività ekonomika skont it-tifsira tal-Artikolu 107 TFUE għandhom jimlew u jissottomettu, flimkien mal-formola tal-applikazzjoni, formola ta' dikjarazzjoni de minimis iffirmata li tindika kwalunkwe għajnuna de minimis riċevuta u applikata għaliha mill-impriża waħda matul il-perjodu ta' referenza applikabbli ta' tliet snin. L-informazzjoni li għandha tiġi pprovduta għandha tinkludi dettalji dwar għajnuna de minimis riċevuta u applikata għaliha mill-impriżi kollha li jiffurmaw parti mill-impriża waħda relatata mal-impriża applikanti. Din id-dikjarazzjoni għandha tkun iffirmata u kkonfermata wkoll minn awditur jew accountant bil-warrant."

Minnufih wara s-subparagrafu 3.1.3 tal-Iskema, għandu jiżdied is-subparagrafu ġdid li ġej:

"3.1.4 Xerrej li jkun għamel l-ordni ma' bejjiegħ għax-xiri ta' vettura eliġibbli taħt l-Iskema sa mhux iżjed tard mill-31 ta' Mejju 2022, ikollu d-dritt li jikkanċella l-ordni mingħand dak il-bejjiegħ u jagħmel ordni taħt l-istess parametri ma' bejjiegħ ieħor:

Iżda dak ix-xerrej huwa obbligat li jikseb il-kunsens bil-miktub mingħand l-ewwel bejjiegħ għall-kanċellament tal-ordni oriġinali".

3. Paragrafu 7 tal-Iskema għandu jiġi emendat kif ġej:

(i) Minnufih wara subparagrafu 7.2 tal-Iskema għandhom jiżdiedu ż-żewġ subparagrafi ġodda li ġejjin:

"7.2 Ir-rifużjoni msemmija fis-subparagrafu 7.1 ma tkunx dovuta fiċ-ċirkostanzi li ġejjin:

granted to a single undertaking shall not exceed €50,000 over any period of three years;

b) For undertakings active in the primary production of fishery and aquaculture products, the total amount of de minimis aid granted to a single undertaking shall not exceed €30,000 over any period of three fiscal years;

c) For all other undertakings, the total amount of de minimis aid shall not exceed €300,000 per single undertaking over any period of three years.

This maximum threshold would include all State aid granted under this aid scheme and any other State aid measure granted under the de minimis Regulation including that received and/or applied for from any entity other than Transport Malta over a period of three years established according to the applicable de minimis Regulation. Any de minimis aid received in excess of the established applicable threshold will have to be recovered, with interest, from the undertaking receiving the aid.

All applicants that carry out an economic activity within the meaning of Article 107 TFEU are to fill in and submit, together with the application form, a signed de minimis declaration form indicating all undertakings forming part of the single undertaking related to the applicant undertaking, and any de minimis aid received and/or applied for by the single undertaking during the applicable three-year period established according to the applicable de minimis Regulation. This declaration shall also be signed and confirmed by a warranted auditor or accountant."

2. Immediately after sub-paragraph 3.1.3 of the Scheme, there shall be added the following new sub-paragraph:

"3.1.4 A buyer who had placed an order to purchase an eligible vehicle under the Scheme with a seller by not later than the 31st of May, 2022, shall have the right to cancel such order and place another order with another seller within the same parameters:

Provided that such buyer shall be obliged to procure the written consent of the first seller for the cancellation of the original order".

3. Paragraph 7 of the Scheme shall be amended as follows:

(i) Immediately after sub-paragraph 7.1 of the Scheme there shall be added the following two new sub-paragraphs:

"7.2 The refund referred to in sub-paragraph 7.1 shall not be due in the following circumstances:

(i) Meta t-trasferiment jinvolvi vettura plugin hybrid mixtrija taħt din l-għotja li tiġi dikjarata li ekonomikament ma tistax tissewwa wara inċident jew għal xi raġuni oħra, u tiġi mibdula b'vettura plugin hybrid ġdida;

(ii) Meta t-trasferiment jinvolvi vettura plugin hybrid mixtrija taħt din l-għotja li tingħata lura lill-bejjiegħ oriġinali għal kwalunkwe raġuni, u l-bejjiegħ jaċċetta li jibdel l-imsemmija vettura plugin hybrid b'vettura plugin hybrid ġdida jew b'vettura elettrika:

Iżda fiċ-ċirkostanzi msemmija f'subparagrafi (i) u (ii), il-kundizzjonijiet relatati ma' din l-għotja għandhom jiġu trasferiti lill-vettura plugin hybrid jew elettrika li tissostitwixxi dik oriġinali u l-perjodu ta' tliet snin imsemmi fis-subparagrafu 7.1 għandu jitqies mid-data ta' reġistrazzjoni tal-vettura plugin hybrid ġdida oriġinali;

(iii) Meta vettura reġistrata f'isem impriża waħda tiġi trasferita lil impriża oħra fl-istess impriża waħda;

(iv) Meta vettura reġistrata f'isem impriża tiġi trasferita lil impriża oħra li fiha azzjonist tal-impriża li tkun qed tagħmel it-trasferiment ikollu maġġoranza ta' ishma u l-kontroll tal-impriża; u

(v) Meta vettura reġistrata f'isem impriża tiġi trasferita lil azzjonist li jkollu maġġoranza ta' ishma u l-kontroll ta' dik l-impriża.

7.3 Meta vettura plugin hybrid mixtrija taħt din l-għotja tkun, għal xi raġuni, mogħtija lura lill-bejjiegħ, u l-bejjiegħ ma jibdilhiex b'vettura plugin hybrid ġdida iżda jirrifondi lill-applikant bil-prezz kollu jew parti minnu mħallas għall-vettura plugin hybrid ġdida, jew jissostitwiha b'vettura mgħammra b'magna tal-kombustjoni interna, l-applikant għandu jirrifondi parti mill-għotja li jkun irċieva għall-vettura plugin hybrid ġdida skont il-perjodu li jkun għadda mid-data tax-xiri tal-vettura u d-data tar-ritorn tagħha lill-bejjiegħ, liema rifużjoni għandha tiġi kalkulata kif ġej:

a) Inqas minn 12-il xahar: 75%;
b) Aktar minn 12-il xahar iżda inqas minn 24 xahar: 50%;
c) minn 24 xahar iżda inqas minn 36 xahar: 25%."

(ii) Subparagrafu 7.2 għandu jiġi numerat mill-ġdid bħala subparagrafu 7.4.

4. SubParagrafu 8.1 tal-Iskema għandu jiġi mħassar u sostitwit b'dan is-sub-paragrafu ġdid li ġej:

"8.1. L-għotjiet għar-reġistrazzjoni ta' Vetturi Plugin Hybrid ġodda jew użati jew Vetturi Elettriċi Użati, elenkati fit-Tabella 1 tal-Anness A, għandhom jibqgħu fis-seħħ kif ġej:

(i) When the transfer involves a plugin hybrid vehicle purchased under this grant which is declared to be beyond economical repair following an accident or for any other reason, and is replaced by a new plugin hybrid vehicle;

(ii) When the transfer involves a plugin hybrid vehicle purchased under this grant which is returned to the original seller for any reason, and where the seller accepts to replace the said plugin hybrid vehicle with a new plugin hybrid vehicle or electric vehicle:

Provided that in the circumstances referred to in sub-paragraphs (i) and (ii), the conditions related to this grant shall be transferred to the plugin hybrid or electric vehicle replacing the original one and the three-year period referred to in sub-paragraph 7.1 shall be reckoned from the date of registration of the original new plugin hybrid vehicle;

(iii) When a vehicle registered in the name of a single undertaking is transferred to another undertaking within the same single undertaking;

(iv) When a vehicle registered in the name of an undertaking is transferred to another undertaking in which a shareholder of the transferor undertaking holds a majority shareholding and controlling interest; and

(v) When a vehicle registered in the name of an undertaking is transferred to the name of a shareholder who has a majority shareholding and controlling interest in that undertaking.

7.3 When a plugin hybrid vehicle purchased under this grant is, for any reason, returned to the seller, and the seller does not replace it with a new plugin hybrid vehicle but refunds the applicant with all or part of the price paid for the new plugin hybrid vehicle, or replaces it with a vehicle equipped with an internal combustion engine, the applicant shall refund part of the grant received for the new plugin hybrid vehicle depending on the period which would have elapsed from the date of purchase of the vehicle and the date of its return to the seller, which refund is to be calculated as follows:

a) Less than 12 months: 75%;
b) More than 12 months but less than 24 months: 50%;
c) More than 24 months but less than 36 months: 25%."

(ii) Sub-paragraph 7.2 shall be renumbered as sub-paragraph 7.4.

4. Sub-Paragraph 8.1 of the Scheme shall be deleted and substituted by the following new sub-paragraph:

"8.1. The grants for the registration of new or used Plugin Hybrid Vehicle or Used Electric Vehicles, listed in Table 1 of Annex A, shall remain into force as follows:

Għotjiet 1 sa 7: sal-31 ta' Mejju 2022 fejn l-eligibbiltà għall-Għotjiet tkun garantita għall-vetturi Plugin Hybrid kollha ordnati sal-31 ta' Mejju 2022, anke jekk ikunu reġistrati fl-2023, 2024, 2025 diment li l-importaturi tal-vetturi rispettivi jkunu inkludew dawn il-vetturi f'lista sottomessa lil Transport Malta sa mhux aktar tard mit-3 ta' Ġunju 2022 flimkien ma':

kopji tar-riċevuti rilevanti tad-depożitu, ordnijiet jew kuntratti;

l-isem, l-indirizz u n-numru tal-karta tal-identità tax-xerrejja prospettivi;
il-marka u l-mudell tal-vettura, il-kategorija tal-UE u t-tip ta' fjuwil; u

indikazzjoni jekk ix-xerrejja għandhomx l-intenzjoni li jużaw l-iskema tal-iskrappjar.

Iżda kwalunkwe vettura li, għal xi raġuni, ma nxtratx mill-persuna li ordnata oriġinarjament u li kienu inklużi fil-lista sottomessa lil Transport Malta mill-importaturi tal-vetturi sa mhux aktar tard mit-3 ta' Ġunju 2022, tista' tiġi mibjugħa lil xerrej ġdid u tkun eliġibbli għall-Għotja tal-Gvern kif preskritt fl-Avviż tal-Gvern Nru 1746 ippubblikat fil-Gazzetta tal-Gvern Nru 20,980 tat-23 ta' Diċembru 2022.";

Ħlief għal dak hawn fuq provdut, id-dispożizzjonijiet l-oħra kollha stipulati fl-Iskema jibqgħu fis-seħħ, validi u mhux mittiefsa.

Is-7 ta' Marzu, 2025

Grants 1 to 7: until the 31st of May 2022 provided that eligibility to the Grants shall be guaranteed for all Plugin Hybrid vehicles ordered by the 31st of May 2022, even if they are registered in 2023, 2024 or 2025 as long as the respective vehicle importers included such vehicles in a list submitted to Transport Malta by not later than the 3rd of June 2022 along with:

copies of the relevant receipts of deposits, orders or contracts;

name, address and ID card number of the prospective buyers;
vehicle make and model, EU category and fuel type; and

indication of whether the buyers intend to opt for the scrappage scheme.

Provided that any vehicle which, for any reason, was not purchased by the person who originally ordered it and which was included in the list of vehicles submitted to Transport Malta by vehicle importers by not later than the 3rd June 2022, may be sold to a different buyer and will be eligible for the Government Grant as prescribed in Government Notice No. 1746 published in the Government Gazette No. 20,980 dated 23rd December 2022.";

Save for the above, all other provisions stipulated in the Scheme shall remain firm, valid and unimpaired.

7th March, 2025

Nru. 403

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

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

No. 403

GOLDSMITHS AND SILVERSMITHS ACT (CAP. 46)

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

Data *Date*	Deheb Pur Gramma *Pure Gold* *Grams*	Fidda Pura Gramma *Pure Silver* *Grams*
7.3.2025	€87.574	€0.969

Is-7 ta' Marzu, 2025

7th March, 2025

Nru. 404

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

Għajnuna mill-Istat għal Skema ta' Agroforestrija għall-Bdiewa tal-Art

L-AĠENZIJA għall-Pagamenti Agrikoli u Rurali (ARPA), fi ħdan il-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali (MAFA), tavża lill-bdiewa eliġibbli li qed testendi d-data tal-għeluq għas-sottomissjoni tal-applikazzjonijiet taħt l-Iskema ta' Agroforestrija. Għaldaqstant, l-applikazzjonijiet se jibqgħu jiġu aċċettati sad-data tal-għeluq il-ġdida, jiġifieri sal-Erbgħa, 2 ta' April, 2025. Applikazzjonijiet sottomessi wara din id-data ma jiġux aċċettati.

Proċess ta' Applikazzjoni

L-applikanti għandhom jindikaw l-għelieqi li jixtiequ jorbtu taħt l-iskema billi:

Jipprovdu n-numru ta' identifikazzjoni tal-għalqa;
Jimmarkaw il-konfini tal-għelieqi fuq pjanta tas-sit ipprovduta mill-Front Office tal-ARPA.

L-applikazzjonijiet għandhom jimtlew u jiġu ffirmati personalment f'wieħed mill-postijiet li ġejjin:

ARPA Front Office, Suq tal-Pitkalija, Ta' Qali, limiti ta' Ħ'Attard
Uffiċċju Ta' Għawdex, Razzett Sperimentali tal-Gvern, Triq l-Imġarr, Ix-Xewkija

Għal aktar informazzjoni wieħed jista':

Jaċċessa l-linji gwida dettaljati disponibbli fis-sit elettroniku tal-ARPA (https://arpa.gov.mt/)
Iċempel lill-Front Office tal-ARPA fuq 2292 6148 (Malta)
Jibgħat ittra elettronika lil (arpa.mafa@gov.mt)

Is-7 ta' Marzu, 2025

AVVIŻ TAL-PULIZIJA

Nru. 45

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.

No. 404

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

State Aid for an Agroforestry Scheme for Land Farmers

THE Agriculture and Rural Payments Agency (ARPA), within the Ministry for Agriculture, Fisheries and Animal Rights (MAFA), informs eligible farmers that it is extending the deadline for the submission of applications under the Agroforestry Scheme. In this regard, applications will continue to be accepted until the new deadline date, that is, until Wednesday 2nd of April, 2025. Applications submitted after this date will not be accepted.

Application Process

Applicants must indicate the parcels they wish to commit to the scheme by:

Providing the parcel identification number;
Marking the boundaries of the parcel on a site plan supplied by ARPA's Front Office.

Applications must be completed and signed in person at one of the following locations:

ARPA Front Office, Pitkali Markets, Ta' Qali, l/o Ħ'Attard
Gozo Front Office, Government Experimental Farm, Triq l-Imġarr, Xewkija

For more information one may:

Access the detailed guidance notes available on the Agency's website (https://arpa.gov.mt/)
Call ARPA's Front Office on 2292 6148 (Malta)
Send an email to (arpa.mafa@gov.mt)

7th March, 2025

POLICE NOTICE

No. 45

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

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

Tas-Sliema

Nhar il-Ġimgħa, 21 ta' Marzu, 2025, mis-7.00 a.m. sal-10.00 a.m., minn Triq il-Knisja (l-ewwel żewġ spazji ta' parkeġġ ħdejn il-bieb tal-garaxx aktar 'l isfel ħdejn l-iskola ta' Saint Benild;

Nhar il-Ġimgħa, 11 ta' April, 2025, mill-4.00 p.m. sad-9.00 p.m., minn Triq San Trofimu minn Triq Freres sa Triq Santa Marija;

Nhar il-Ġimgħa, 11 ta' April, 2025, mit-3.15 p.m. sas-6.30 p.m., minn Triq Howard.

Pembroke

Nhar it-Tnejn, 31 ta' Marzu, 2025, mis-7.00 a.m. sal-11.00 a.m., minn Triq M. Decelis, Triq l-Imħallef William Harding, Triq Tunis, Triq il-Mediterran, Triq Dun Amabile Sisner, Triq il-Kurunell Lorenzo Manchè, Triq William Henin, Triq il-Prof. Walter Ganado, Triq Madre Margherita Debrincat, Triq Camillo Sciberras, Triq Napuljun Tagliaferro, Triq A.N.Z.A.C., Triq Alamein, Triq Cassino, u Triq Burma.

Il-Gżira

Nhar il-Ġimgħa, 11 ta' April, 2025, mis-6.45 p.m. sat-8.30 p.m., minn Triq Manoel De Vilhena (quddiem il-knisja parrokkjali).

San Ġwann

Nhar il-Ġimgħa, 11 ta' April, 2025, mis-2.00 p.m. sad-9.00 p.m., minn Misraħ Lourdes, Triq Felič Borg, Triq iċ-Ċawsli, Vjal in-Naspli, Vjal ir-Riħan, u l-knisja parrokkjali;

Nhar il-Ħadd, 13 ta' April, 2025, mid-9.00 a.m. sa nofsinhar, minn Triq in-Naxxar, Vjal ir-Riħan, Triq J. F. Marks, u Triq is-Sorijiet Franġiskani.

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

Is-7 ta' Marzu, 2025

AVVIŻ TAL-PULIZIJA

Nru. 46

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.

Tas-Sliema

On Friday, 21st March, 2025, from 7.00 a.m. to 10.00 a.m., through Triq il-Knisja (first two parking spaces near the garage door further down next to Saint Benild School;

On Friday, 11th April, 2025, from 4.00 p.m. to 9.00 p.m., through Triq San Trofimu from Triq Freres to Triq Santa Marija;

On Friday, 11th April, 2025, from 3.15 p.m. to 6.30 p.m., through Triq Howard.

Pembroke

On Monday, 31st March, 2025, from 7.00 a.m. to 11.00 a.m., through Triq Decelis, Triq l-Imħallef William Harding, Triq Tunis, Triq il-Mediterran, Triq Dun Amabile Sisner, Triq il-Kurunell Lorenzo Manchè, Triq William Henin, Triq il-Prof. Walter Ganado, Triq Madre Margherita Debrincat, Triq Camillo Sciberras, Triq Napuljun Tagliaferro, Triq A.N.Z.A.C., Triq Alamein, Triq Cassino, and Triq Burma.

Gżira

On Friday, 11th April, 2025, from 6.45 p.m. to 8.30 p.m., through Triq Manoel De Vilhena (in front of the parish church).

San Ġwann

On Friday, 11th April, 2025, from 2.00 p.m. to 9.00 p.m., through Misraħ Lourdes, Triq Felič Borg, Triq iċ-Ċawsli, Vjal in-Naspli, Vjal ir-Riħan, and the parish church;

On Sunday, 13th April, 2025, from 9.00 a.m. to noon, through Triq in-Naxxar, Vjal ir-Riħan, Triq J. F. Marks, and Triq is-Sorijiet Franġiskani.

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

7th March, 2025

POLICE NOTICE

No. 46

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.

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.

Ix-Xagħra

Nhar is-Sibt, 8 ta' Marzu, 2025, min-12:30 p.m. sal-4.00 p.m., minn Triq it-Tiġrija u Pjazza l-Vitorja,

It-trasport pubbliku jista' jkun affettwat.

Iż-Żurrieq

Nhar l-Erbgħa, 19 ta' Marzu, 2025, mill-10.00 a.m. sat-3.00 p.m., minn Triq il-Belt Valletta.

It-trasport pubbliku se jkun ukoll affettwat.

L-Isla

Nhar il-Ġimgħa, 28 ta' Marzu, 2025, minn nofsinhar sal-10.00 p.m., minn Pjazza Benedittu XV, Triq l-Arċisqof Mattei, Triq il-Ħabs l-Antik, Triq iż-Żewġ Mini, Triq il-Kunċizzjoni, Triq il-Vitorja, Triq San Pietru u San Pawl, u Pjazza Mitrovich,

It-trasport pubbliku għandu jkun affettwat mill-5.00 p.m. sat-8.30 p.m.;

Nhar il-Ġimgħa, 11 ta' April, 2025, mis-2.00 p.m. sal-10.00 p.m., minn Pjazza Benedittu XV, Triq iż-Żewġ Mini, Triq il-Kunċizzjoni, Triq il-Vitorja, Triq San Ġiljan, u Triq l-Arċisqof Mattei,

It-trasport pubbliku għandu jkun affettwat mill-5.00 p.m. sat-8.00 p.m.;

Nhar il-Ħadd, 13 ta' April, 2025, mis-6.00 a.m. sal-10.00 a.m., minn Pjazza Benedittu XV u Triq il-Kurċifiss,

It-trasport pubbliku għandu jkun affettwat,

L-għeluq tat-toroq se jsir skond il-bżonn u t-trasport pubbliku mhux se jkun devjat;

Nhar il-Ġimgħa, 18 ta' April, 2025, minn nofsinhar sal-11.00 p.m., minn Pjazza Benedittu XV, Triq l-Arċisqof Mattei, Triq iż-Żewġ Mini, Pjazza Francesco Zahra, Triq il-Vitorja, Triq il-Ħabs l-Antik, u Triq San Pietru u San Pawl,

It-trasport pubbliku għandu jkun affettwat mill-5.00 p.m. sal-10.30 p.m.;

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.

Xagħra

On Saturday, 8th March, 2025, from 12.30 p.m. to 4.00 p.m., through Triq it-Tiġrija and Pjazza l-Vitorja,

Public transport may be affected.

Żurrieq

On Wednesday, 19th March, 2025, from 10.00 a.m. to 3.00 p.m., through Triq il-Belt Valletta.

Public transport will also be affected.

Senglea

On Friday, 28th March, 2025, from noon to 10.00 p.m., through Pjazza Benedittu XV, Triq l-Arċisqof Mattei, Triq il-Ħabs l-Antik, Triq iż-Żewġ Mini, Triq il-Kunċizzjoni, Triq il-Vitorja, Triq San Pietru u San Pawl, and Pjazza Mitrovich,

Public transport shall be affected from 5.00 p.m. to 8.30 p.m.;

On Friday, 11th April, 2025, from 2.00 p.m. to 10.00 p.m., through Pjazza Benedittu XV, Triq iż-Żewġ Mini, Triq il-Kunċizzjoni, Triq il-Vitorja, Triq San Ġiljan, and Triq l-Arċisqof Mattei,

Public transport shall be affected from 5.00 p.m. to 8.00 p.m.;

On Sunday, 13th April, 2025, from 6.00 a.m. to 10.00 a.m., through Pjazza Benedittu XV and Triq il-Kurċifiss,

Public transport shall be affected,

Closures of streets will take place as required and public transport will not be diverted;

On Friday, 18th April, 2025, from noon to 11.00 p.m., through Pjazza Benedittu XV, Triq l-Arċisqof Mattei, Triq iż-Żewġ Mini, Pjazza Francesco Zahra, Triq il-Vitorja, Triq il-Ħabs l-Antik, and Triq San Pietru u San Pawl,

Public transport shall be affected from 5.00 p.m. to 10.30 p.m.;

Nhar il-Ħadd, 20 ta' April, 2025, mill-5.00 a.m. sal-5.00 p.m., minn Pjazza Benedittu XV, Triq l-Arċisqof Mattei, Triq iż-Żewġ Mini, Pjazza Francesco Zahra, u Triq il-Vitorja,

It-trasport pubbliku għandu jkun affettwat mit-8.00 a.m. sas-2.00 p.m.

Ir-Rabat, Għawdex

Nhar il-Ħadd, 30 ta' Marzu, 2025, mis-6.00 a.m. sat-3.30 p.m., mill-Pjazza J. F. Kennedy,

It-trasport pubbliku jista' jkun affettwat.

Ħal Kirkop

Nhar il-Erbgħa, 12 ta' Marzu, 2025, mit-8.00 a.m. sas-1.00 p.m., minn Triq Ħal Safi, Triq San Ġwann, Triq Raffaele Caruana u Triq iż-Żebbiegħ,

It-trasport pubbliku se jkun affettwat;

Nhar l-Erbgħa, 19 ta' Marzu, 2025, mill-10.00 a.m. sat-3.00 p.m., minn Triq il-Belt Valletta,

It-trasport pubbliku se jkun ukoll affettwat;

Nhar il-Ħadd, 30 ta' Marzu, 2025, mill-5.00 p.m. sal-11.00 p.m., miż-żewġ naħat ta' Triq San Benedittu u Triq San Ġużepp ħdejn il-ħanut ta' Nardu, Misraħ San Leonardu ħdejn Socialisng Bar, u t-triq prinċipali ħdejn Domus Curialis,

It-trasport pubbliku mhux se jkun affettwat.

Ħal Safi

Nhar il-Ħadd, 16 ta' Marzu, 2025, mis-7.00 a.m. sal-5.00 p.m., minn Triq il-Menqa,

It-trasport pubbliku se jkun affettwat.

Il-Ħamrun

Nhar is-Sibt, 8 ta' Marzu, 2025, mis-6.00 a.m. sas-2.00 p.m., xogħol ta' kostruzzjoni Triq il-Ferrovija bejn Triq l-Iskola u Triq il-Kbira San Ġużepp,

Trasport pubbliku se jkun ukoll affettwat;

Nhar il-Ħadd, 6 ta' April, 2025, mit-3.00 p.m. sad-9.30 p.m., minn Triq il-Ferrovija, Triq Indrì Cilia, Triq il-Kunċizzjoni, Triq il-Fatati, Triq Manuel Magri, Triq id-

On Sunday, 20th April, 2025, from 5.00 a.m. to 5.00 p.m., through Pjazza Benedittu XV, Triq l-Arċisqof Mattei, Triq iż-Żewġ Mini, Pjazza Francesco Zahra, and Triq il-Vitorja,

Public transport shall be affected from 8.00 a.m. to 2.00 p.m.

Victoria, Gozo

On Sunday, 30th March, 2025, from 6.00 a.m. to 3.30 p.m., through J. F. Kennedy square,

Public transport may be affected.

Ħal Kirkop

On Wednesday, 12th March, 2025, from 8.00 a.m. to 1.00 p.m., through Triq Ħal Safi, Triq San Ġwann, Triq Raffaele Caruana and Triq iż-Żebbiegħ,

Public transport will be affected;

On Wednesday, 19th March, 2025, from 10.00 a.m. to 3.00 p.m., through Triq il-Belt Valletta,

Public transport will also be affected;

On Sunday, 30th March, 2025, from 5.00 p.m. to 11.00 p.m., through both sides of Triq San Benedittu and Triq San Ġużepp next to Nardu's shop, Misraħ San Leonardo near Socialising Bar, and the main street next to Domus Curialis,

Public transport will not be affected.

Ħal Safi

On Sunday, 16th March, 2025, from 7.00 a.m. to 5.00 p.m., through Triq il-Menqa,

Public transport will be affected.

Ħamrun

On Saturday, 8th March, 2025, from 6.00 a.m. to 2.00 p.m.; construction work through Triq il-Ferrovija between Triq l-Iskola and Triq il-Kbira San Ġuzepp,

Public transport will also be affected;

On Sunday, 6th April, 2025, from 3.00 p.m. to 9.30 p.m, through Triq il-Ferrovija, Triq Indrì Cilia, Triq il-Kunċizzjoni, Triq il-Fatati, Triq Manuel Magri, Triq id-Duluri, Triq

Duluri, Triq Mimosa, Triq Danny Cremona, Triq l-Orsolini, Triq l-Isptar, Triq Qrejten, Triq Wenzu Mallia, Triq Monsinjur De Piro, Pjazza Kappillan Muscat, u Triq Kappillan Mifsud sal-knisja parrokkjali,

Hemm bżonn ta' clearance fi Triq il-Kappillan Mifsud bejn il-knisja parrokkjali u Pjazza Kappillan Muscat, 4 spazji ta' parkeġġ fi Triq l-Orsolini, u 3 spazji ta' parkeġġ fi Triq id-Duluri,

Se jkun hemm pulizija fi Triq Manuel Magri, Triq il-Kappillan Mifsud (ħdejn il-pastizzeria Queen's), u ħdejn ir-roundabout fi Triq Joe Sciberras biex jiddevjaw it-trasport pubbliku,

L-għeluq tat-toroq se jsir skond il-bżonn,

It-trasport pubbliku se jkun affettwat;

Nhar il-Ġimgħa, 11 ta' April, 2025, mill-5.30 p.m. sad-9.30 p.m., mill-knisja, Triq Manwel Magri, Triq Ġużè Pace, Triq il-Lunzjata, Triq Vincenzo Bugeja, Triq Villambrosa, Triq Roger Debattista, Triq it-Tramm, Triq il-Kappillan Mifsud, u Triq il-Franġiskani,

L-għeluq tat-toroq se jsir skond il-bżonn u t-trasport pubbliku mhux se jkun devjat,

M'hemmx bżonn ta' clearance;

Nhar il-Ħadd, 13 ta' April, 2025, mit-8.30 a.m. sal-9.45 a.m., mill-iskola tas-sorijiet tal-Eġittu fi Triq Kanonku Bonnici kantuniera ma' Triq Villambrosa, u Triq il-Kappillan Mifsud sal-knisja parrokkjali,

L-għeluq tat-toroq se jsir skont il-bżonn, u t-trasport pubbliku u mhux se jkun affettwat,

M'hemmx bżonn ta' clearance;

Nhar il-Ħadd, 20 ta' April, 2025, mit-8.30 a.m. sal-9.45 a.m., minn Pjazza Kappillan Muscat, u Triq il-Kappillan Mifsud sal-knisja,

L-għeluq tat-toroq se jsir skont il-bżonn, u t-trasport pubbliku u mhux se jkun affettwa.

Il-Marsa

Nhar il-Ġimgħa, 11 ta' April, 2025, mill-4.00 p.m. sat-8.30 p.m., minn Triq Nerik Sacco, Triq il-Jum, Triq Xemxija, Triq Azzopardi, Triq San Mikiel, Triq Ħal Qormi, Triq il-Kunċizzjoni, u Triq Isouard,

Mimosa, Triq Danny Cremona, Triq l-Orsolini, Triq l-Isptar, Triq Qrejten, Triq Wenzu Mallia, Triq Monsinjur De Piro, Pjazza Kappillan Muscat, and Triq il-Kappillan Mifsud till the parish church,

Clearance is required in Triq il-Kappillan Mifsud between the parish church and Pjazza Kappillan Muscat, 4 parking spaces in Triq l-Orsolini, and 3 parking spaces in Triq id-Duluri,

Police officers will be in Triq Manuel Magri, Triq il-Kappillan Mifsud (near Queen's pastizzeria), and near the roundabout in Triq Joe Sciberras to deviate public transport,

Closure of streets will take place as required,

Public transport will be affected;

On Friday, 11th April, 2025, from 5.30 p.m. to 9.30 p.m., through the church, Triq Manwel Magri, Triq Ġużè Pace, Triq il-Lunzjata, Triq Vincenzo Bugeja, Triq Villambrosa, Triq Roger Debattista, Triq it-Tramm, Triq il-Kappillan Mifsud, and Triq il-Franġiskani,

Closures will take place as required and public transport will not be diverted,

Clearance is not required;

On Sunday, 13th April, 2025, from 8.30 a.m. to 9.45 a.m., through Our Lady Immaculate School in Triq Kanonku Bonnici corner with Triq Villambrosa, and Triq il-Kappillan Mifsud till the parish church,

Closure of streets will take place as required, and public transport will not be affected,

No clearance is required;

On Sunday, 20th April, 2025, from 8.30 a.m. to 9.45 a.m., through Pjazza Kappillan Muscat, and Triq il-Kappillan Mifsud to the church,

Closure of streets will take place as required, and public transport will not be affected.

Marsa

On Friday, 11th April, 2025, from 4.00 p.m. to 8.30 p.m., through Triq Nerik Sacco, Triq il-Jum, Triq Xemxija, Triq Azzopardi, Triq San Mikiel, Triq Ħal Qormi, Triq il-Kunċizzjoni, and Triq Isouard,

Hemm bżonn ta' clearance fuq in-naħa tal-knisja parrokkjali fi Triq Nerik Sacco,

L-għeluq tat-toroq se jsir skond il-bżonn u t-trasport pubbliku mhux se jkun devjat.

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

Is-7 ta' Marzu, 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 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, Malta.

Is-sidien rispettivi huma ġentilment mitluba sabiex jieħdu lura l-vettura tagħhom mingħand Transport Malta billi jissottomettu prova li huma s-sidien tal-vettura inkwistjoni filwaqt li għandu jsir il-ħlas tat-taxxa tar-reġistrazzjoni applikabbli, liċenzji, kontravenzjonijiet u miżati amministrattivi oħra li jkunu dovuti.

Vetturi li jibqgħu mhux miġbura u li għalihom ma jsir l-ebda ħlas għal-liċenzji, kontravenzjonijiet, taxxa applikabbli u drittijiet oħra sal-10 ta' Marzu, 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 (ivan.parnis@gov.mt).

Għamla	Mudell	Kulur	Nru. Ta' Reġistrazzjoni/ Chassis	Lokalita' ta' tneħħija
Make	*Model*	*Colour*	*Registration/Chassis Number*	*Locality of removal*
Mercedes	Citan	White	YL16SXE	Ħal Kirkop

Is-7 ta' Marzu, 2025

Clearance is required on the parish church's side in Triq Nerik Sacco,

Closures will take place as required and public transport will not be diverted.

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

7th March, 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 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, Malta.

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 10th March, 2025, will be auctioned and, if not sold, will be destroyed.

Further information may be obtained by telephone number 2294 2045 from 9.00 a.m. till noon, or by sending an email to (ivan.parnis@gov.mt).

7th March, 2025

TRANSPORT MALTA

Avviż Lokali lill-Baħħara Nru. 24 tal-2025

Għadis fil-Port il-Kbir flimkien mat-traslokazzjoni tal-Kolonji Cladocora

Id-Direttorat tal-Portijiet u l-Yachting, Transport Malta, javża lill-baħħara u lis-sidien tal-bastimenti li se jsir għadis biswit Il-Ponta ta' Bighi, il-Kalkara, u bejn Xatt ir-Risq u l-Baċir Nru 1, Bormla.

L-għadis se jsir bejn t-Tnejn, 17 u t-Tlieta, 25 ta' Marzu 2025, bejn l-10.00 a.m. u t-3.00 p.m., fiż-żoni:

Dħul għall-Baċir Nru1 (punt V), rokna bejn Machinery Wharf u Oil Wharf (punt W), tarf tat-Tramuntana tax-Xatt taż-Żejt (punt X), Xatt ir-Risq (punt Y) u l-Ponta ta' Bighi (punt Z).

Il-pożizzjonijiet huma murija fuq iċ-chart fis-sit ta' Transport Malta (www.transport.gov.mt).

Bastiment ta' appoġġ għall-għadis se jtajru l-Bandiera tal-Kodiċi Internazzjonali tas-Sinjali 'A' meta jkun qed isir l-għadis.

Żona ta' sikurezza ta' 25m madwar iż-żona tal-istħarriġ għandha tiġi osservata matul il-ħinijiet tal-istħarriġ allokati. Il-movimenti, it-tranżiti, id-dockings u l-undockings kollha tal-bastimenti barra miż-żona tas-sikurezza għandhom jiġu kkordinati mat-tim tal-għadis fuq il-post u mal-maniġer tal-operazzjonijiet tal-port.

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

Chart affettwata BA 177

Is-7 ta' Marzu, 2025

TRANSPORT MALTA

Avviż lill-Baħħara Nru 8 tal-2025

EMC Subsea Cable System – Stħarriġ tar-rotta għal Offshore Cable

Id-Direttorat tal-Portijiet u Jottijiet, Transport Malta, jgħarraf lill-baħħara li se jsiru diversi tipi ta' stħarriġ investigattiv għall-EMC Subsea Cable System – Offshore Malta.

TRANSPORT MALTA

Local Notice to Mariners No. 24 of 2025

Diving in Grand Harbour in conjunction with the translocation of Cladocora Colonies

The Ports and Yachting Directorate, Transport Malta, notifies mariners and owners of vessels that diving operations will be taking place next to Il-Ponta ta` Bighi, Kalkara, and between Xatt ir-Risq and Dock No.1, Cospicua.

The diving operations will take place between Monday, 17th and Tuesday, 25th of March, 2025, between 10.00 a.m. and 3.00 p.m., within the areas:

Entrance to No.1 Dock (point V), corner between Machinery Wharf and Oil Wharf (point W), north end of Oil Wharf (point X), Xatt ir-Risq (point Y) and Il-Ponta ta' Bighi (point Z).

Positions are shown on the chart found on Transport Malta website (www.transport.gov.mt).

A diving support vessel will be displaying the International Code of Signals Flag 'A' when diving operations are being carried out.

A safety zone of 25m around the survey area is to be observed throughout the allocated survey times. All vessel movements, transits, dockings and undockings outside the safety zone are to be coordinated with the diving team on site and with the port operations manager.

Masters and operators of vessels are advised to keep a sharp lookout, navigate with caution and at slow speed when proceeding close to the above indicated areas. They are to comply with instructions given on VHF Channel 12 and/or 16 by Valletta VTS or any enforcement personnel on site.

Chart affected BA 177

7th March, 2025

TRANSPORT MALTA

Notice to Mariners No. 8 of 2025

EMC Subsea Cable System – Offshore Cable route survey

The Ports and Yachting Directorate, Transport Malta, notifies mariners that several types of investigative surveys will be carried out for the EMC Subsea Cable System – Offshore Malta.

Dan l-istħarriġ investigattiv se jsir mill-bastiment 'MV Fugro Gauss' u t-tagħmir anċillari tiegħu.

Jekk jippermett t-temp, l-istħarriġ huwa ppjanat li jibda nhar it-Tnejn, 10 ta' Marzu, 2025 (konfini tal-blata kontinentali ta' Malta) u mistenni jitlesta sa nhar it-Tlieta 15 ta' April 2025.

Ir-rotta bejn il-limitu tan-naħa tal-Punent tal-Blata Kontinentali ta' Malta – Punt A u fejn tispiċċa fuq in-naħa tal-Lvant tal-Blata Kontinentali ta' Malta – Point Q matul il-kordinati li ġejjin u kif muri fis-sit (www.transport.gov.mt):

These investigative surveys will be carried out by the vessel 'MV Fugro Gauss' and her ancillary equipment.

Weather permitting the surveys are planned to commence on Monday, 10th March, 2025 (Malta continental shelf boundary) and are expected to be completed by Tuesday, 15th April, 2025.

The route between the limit of west-end side of the Malta Continental Shelf – Point A and where ends on the East-End side of the Malta Continental Shelf – Point Q will be along the following coordinates as found on Transport Malta website (www.transport.gov.mt):

Punt tat-Tidwir *Turning Point*	Latitudni (T) *Latitude (N)*	Longitudni (L) *Longitude (E)*
A (Malta – Continental Shelf)	36° 22'.522	013° 04'.925
B	36° 19'.811	013° 06'.466
C	36° 17'.676	013° 11'.624
D	36° 05'.763	013° 32'.664
E	36° 02'.127	013° 31'.963
F	35° 59'.541	013° 35'.508
G	35° 58'.272	013° 39'.041
H	35° 47'.216	013° 53'.295
I	35° 39'.943	014° 00'.097
J	35° 32'.506	014° 13'.162
K	35° 28'.093	014° 25'.178
L	35° 27'.337	014° 28'.000
M	35° 28'.275	014° 49'.791
N	35° 27'.820	015° 35'.718
O	35° 31'.353	016° 03'.132
P	35° 33'.525	016° 15'.938
Q (Malta – Continental Shelf)	35° 31'.452	016° 29'.377

Peress li l-bastiment se jkun qed jirmonka tipi differenti ta' tagħmir u xi drabi jista' jkun wieqaf, se jkun ristrett fil-kapaċità li jimmanuvra.

Since the vessel will be towing different types of equipment and, may at times be stationery, she will be restricted in her ability to manoeuvre.

Sinjali xierqa skont ir-Regolamenti Internazzjonali għall-Prevenzjoni ta' Kolliżjonijiet (Colregs) u l-Kodiċi Internazzjonali tas-Sinjali, se jiġu esibiti kif xieraq.

Appropriate signals in accordance with the International Regulations for the Prevention of Collisions at Sea (Colregs) and the International Code of Signals, will be exhibited accordingly.

Il-baħħara huma avżati biex jinnavigaw b'kawtela u biex iżommu distanza sigura ta' 0.75 Mil Nawtiku mill-bastiment 'MV Fugro Gauss' meta jintlemaħ jew jiġi osservat.

Mariners are instructed to navigate with caution and to maintain a safe distance of 0.75 Nautical Miles from the vessel 'MV Fugro Gauss' when it is detected or sighted.

Il-bastimenti kollha għandhom josservaw kwalunkwe struzzjoni mogħtija fuq VHF 16.

All vessels are to comply with any instructions given on VHF 16.

Chart affettwata: BA 2124

Is-7 ta' Marzu, 2025

TRANSPORT MALTA

Avviż lill-Baħħara Nru 9 tal-2025

Korrezzjoni taċ-Chart – Foul area
(Ankra u katina mitlufin)

B'referenza għal BA chart 194 – Malta u Għawdex, u BA chart 2124 – Isola di Lampedusa to Capo Passero including Malta.

Id-Direttorat tal-Portijiet u l-Yachting, Transport Malta, javża lill-baħħara li ntilfu ankra u katina lejn il-Lvant-Xlokk (ESE) tal-Gżejjer Maltin, fil-pożizzjoni approssimattiva li ġejja.

Latitudni (T)	*Longitudni (L)*
35˚45'.980	014˚49'.350

Daħħal is-simbolu (#) li jindika foul area ta' 500m, fil-pożizzjoni.

Il-pożizzjonijiet huma b'referenza għal WGS 84 DATUM.

Charts affettwati: BA 194, 2124

Is-7 ta' Marzu, 2025

SERVIZZ PUBBLIKU TA' MALTA

Sejħa għall-applikazzjonijiet għal studenti biex jinħatru bħala ICT Support Officer wara li jtemmu b'suċċess kors li jwassal għal Advanced Diploma/Certificate fl-IT akkreditat f'Livell 4 tal-MQF mal-Kulleġġ Malti għall-Arti, Xjenza u Teknoloġija (MCAST), l-università ta' malta (uom) jew kwalunkwe istituzzjoni oħra rikonoxxuta ta' edukazzjoni oġħla

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

1.1 L-Istitut għas-Servizzi Pubbliċi (IPS) qed ifittex li jidentifika studenti xierqa minn barra s-Servizz Pubbliku li qed isegwu kors fuq bażi full-time li jwassal għal Advanced Diploma/Certificate fl-IT akkreditat f'Livell 4 tal-MQF mal-Kulleġġ Malti għall-Arti, Xjenza u Teknoloġija (MCAST),

Chart affected: BA 2124

7th March, 2025

TRANSPORT MALTA

Notice to Mariners No. 9 of 2025

Chart Correction – Foul area
(Lost anchor and chain)

Reference is made to BA chart 194 – MaltaandGozo, and BA chart 2124 – Isola di Lampedusa to Capo Passero including Malta.

The Ports and Yachting Directorate, Transport Malta, notifies mariners that an anchor and chain were lost to the east-south-east (ESE) of the Maltese Islands, in the following approximate position.

Latitude (N)	*Longitude (E)*
35˚45'.980	014˚49'.350

Insert symbol (#) indicating a foul area with a 500m radius, in position.

Positions are referred to WGS 84 DATUM.

Charts affected: BA 194, 2124

7th March, 2025

MALTA PUBLIC SERVICE

Call for applications for enrolled students to be appointed as ICT Support Officer on successful completion of a course leading to an Advanced Diploma/Certificate in IT accredited at MQF Level 4 with the Malta College for Arts, Science and Technology (MCAST), University of Malta (UoM) or any other recognised higher education institution

Nomenclatures denoting the male gender include also the female gender.

1.1 The Institute for the Public Services (IPS) is seeking to identify suitable students from outside the Public Service pursuing a full-time course leading to an Advanced Diploma/Certificate in IT accredited at MQF Level 4 at the Malta College for Arts, Science and Technology (MCAST),

l-Università ta' Malta (UoM) jew kwalunkwe Istituzzjoni oħra rikonoxxuta ta' Edukazzjoni Ogħla fil-korsijiet li ġejjin:

a) Advanced Diploma in IT

b) Advanced Diploma in IT (Computer Systems and Networks)

c) Advanced Diploma in IT (Multimedia Software Development)

d) Advanced Diploma in IT (Software Development

e) Certificate in ICT Foundation Studies

1.2 Il-kors jinkludi lezzjonijiet fil-klassi u work placement fi ħdan is-Servizz Pubbliku ta' Malta f'oqsma relatati mal-kontenut tal-kors. L-applikanti magħżula li jiggradwaw fl-Advanced Diploma/Certificate fl-IT jinħatru ICT Support Officer fi Skala ta' Salarju 13 fi ħdan wieħed mid-diversi ministeri fis-Servizz Pubbliku, suġġett għat-termini, kundizzjonijiet u benefiċċji stipulati f'din iċ-ċirkolari.

Termini u Kundizzjonijiet

2.1 Il-kandidati li jintgħażlu għall-IPS Student Scheme li qed isegwu kors li wassal għal Advanced Diploma/ Certificate fl-IT jidħlu fi studju u work placement fi ħdan is-Servizz Pubbliku ta' Malta skont struzzjonijiet mogħtija mill-Istitut għas-Servizzi Pubbliċi.

2.2 L-uffiċjali magħżula ma jkunux ikkunsidrati bħala uffiċjali pubbliċi qabel il-ħatra fil-grad ta' ICT Support Officer.

2.3 Ir-remunerazzjoni hija b'rata fis-siegħa tal-minimu ta' Skala ta' Salarju 15 (€18,188 fl-2025) għat-tul tal-kors. Bonus u income supplement ikunu fuq bażi prorata skont l-Att dwar is-Sigurtà Soċjali u leġiżlazzjoni oħra rilevanti. Din ir-remunerazzjoni ma taffettwax id-dritt tal-istudent għall-istipendju.

2.4 Il-kandidati li jiġu magħżula għandhom jiddiskutu l-iskeda tax-xogħol tagħhom mal-maniġers tal-linja tagħhom abbażi tal-kriterji li ġejjin:

Ottubru sa Ġunju – Minimu 8 sigħat sa massimu ta' 30 siegħa fil-ġimgħa

Lulju sa Settembru – Minimu ta' 30 siegħa sa massimu ta' 39 siegħa fil-ġimgħa

University of Malta (UoM) or any other recognised Higher Education Institution in the following courses:

a) Advanced Diploma in IT

b) Advanced Diploma in IT (Computer Systems and Networks)

c) Advanced Diploma in IT (Multimedia Software Development)

d) Advanced Diploma in IT (Software Development

e) Certificate in ICT Foundation Studies

1.2 The course will include class work and a work placement within the Malta Public Service in areas related to the course content. The selected applicants on graduating in the Advanced Diploma/Certificate in IT will be appointed ICT Support Officer at Salary Scale 13 within one of the various ministries in the Public Service, subject to the terms, conditions and benefits stipulated in this circular.

Terms and Conditions

2.1 Candidates who are selected for the IPS Student Scheme reading for an Advanced Diploma/Certificate in IT will enter into a study and work placement within the Malta Public Service as directed by the Institute for the Public Services.

2.2 Selected officers will not be considered as public officers until appointment in the grade of ICT Support Officer.

2.3 The remuneration is at an hourly rate of the minimum of Salary Scale 15 (€18,188 in 2025) for the duration of the course. Bonus and income supplement will be on a pro-rata basis in accordance with the Social Security Act and other relevant legislation. This remuneration does not affect the student's entitlement to the stipend.

2.4 Successful candidates are to discuss their working schedule with their line managers based on the following criteria:

October till June – Minimum 8 hours up to maximum of 30 hours per week

July till September – Minimum 30 hours up to a maximum of 39 hours per week

2.5 Il-kandidati jintgħażlu waqt li jkunu qed isegwu l-kors u jiġu assenjati dmirijiet f'oqsma li huma relatati mal-kors li jkun qed jiġi segwit. Dan se jipprovdi lill-kandidati l-opportunità li jiġu sorveljati filwaqt li japplikaw l-għarfien akkademiku tagħhom f'ambjent ta' xogħol prattiku waqt il-ħin tax-xogħol tagħhom

2.5 Candidates will be selected whilst reading for the course and will be posted for duty in areas that are related to the course being pursued. This will offer such candidates the opportunity of being monitored in applying their studies in practice during their working hours.

2.6 Il-work placement isir matul is-sena skolastika kollha skont it-tfassil tal-kors, u waqt il-vaganzi akkademiċi tas-sajf. Il-vacation leave jista' jittieħed biss waqt il-work placement. Il-leave minħabba mard u vacation leave jiġi kkalkulat fuq bażi prorata skont in-numru ta' sigħat maħduma.

2.6 The work placement will be conducted throughout the scholastic year according to the course design and the summer recess. Vacation Leave can be availed of only during the work placement. Sick and vacation leave will be calculated on a pro-rata basis depending on the number of hours worked.

2.7 Sakemm idum il-kors, l-IPS u l-MCAST, l-UoM, jew kwalunkwe istituzzjoni oħra rikonoxxuta ta' edukazzjoni ogħla se jikkollaboraw biex jaqsmu informazzjoni dwar l-istudji u l-prestazzjoni tal-istudenti.

2.7 For the duration of the course IPS and MCAST, UoM or any other recognised higher education institution will be sharing information related to the students' studies and performance.

2.8 Matul il-perjodu tal-work placement, l-applikanti jkunu intitolati għal leave ta' studju mhux imħallas u jistgħu ma jattendux għax-xogħol għal mhux aktar minn erbat (4) ijiem ta' xogħol qabel kull eżami.

2.8 During the placement period, applicants will be entitled to unpaid study leave and may absent themselves for up to four (4) working days prior to each examination period.

2.9 Wara li jkunu temmew b'suċċess il-kors u jkunu kisbu l-Advanced Diploma/Certificate fl-IT, u sabiex tiġi żgurata progressjoni xierqa fil-karriera, il-kandidati jinħatru bħala ICT Support Officer fil-livell ta' responsabbiltà ta' Skala ta' Salarju 13 (€21,042 x €335.50 – €23,055 fl-2025) u jiġu assenjati biex jaqdu dmirijiet fis-Servizz Pubbliku skont l-ordni tal-mertu. Il-post ta' ICT Support Officer jinkludi progressjoni fl-ewwel snin ta' servizz

2.9 Once the applicants would have successfully completed the course and attained the Advanced Diploma/ Certificate in IT, and in order to ensure appropriate career progression, they will be appointed ICT Support Officer at Salary Scale 13 (€21,042 x €335.50 – €23,055 in 2025) and will be assigned to perform duties within the Public Service according to the order of merit. The post of ICT Support Officer has a career path that includes progression in the initial years of service.

2.10 Il-ħatra ta' ICT Support Officer hija suġġetta għal perjodu ta' prova ta' sitt (6) xhur. Il-ħatriet huma fuq bażi full-time u huma suġġetti għar-regoli u r-regolamenti li jirregolaw is-Servizz Pubbliku ta' Malta u jinvolvu l-possibbiltà li jiġu trasferiti fi ħdan is-Servizz Pubbliku biex jiġi żgurat li s-servizz jingħata b'mod effettiv.

2.10 The appointment as ICT Support Officer is subject to a probationary period of six (6) months. Appointments are on a full-time basis and are subject to the rules and regulations governing the Malta Public Service and involves the possibility of being transferred within the Public Service to ensure effective service delivery.

2.11 L-ICT Support Officer ikun intitolat ukoll għal dawk il-benefiċċji u dawk il-kundizzjonijiet u obbligi kif stipulat fil-Kundizzjonijiet tax-Xogħol għall-Uffiċjali li jaqgħu taħt il-Kundizzjonijiet tax-Xogħol għal Uffiċjali fil-Klassi tat-Information and Communications Technology (ICT)

2.11 The ICT Support Officer will also be entitled to such benefits and such conditions and obligations as stipulated in the Working Conditions for Officers falling within the Information and Communications Technology (ICT) Class.

2.12 Waqt il-work placement, il-persuni maħtura jiġu kkuntattjati mill-Istitut għas-Servizzi Pubbliċi biex itemmu l-programm ta' induzzjoni applikabbli.

2.12 During the work placement, appointees, will be contacted by the Institute for the Public Services to complete the applicable induction programme.

2.13 L-istudenti li japplikaw permezz ta' din is-sejħa għall-applikazzjonijiet, li bħalissa qed isegwu kors

2.13 IPS students applying under this call for applications currently enrolled at Level 4 will have the opportunity to

f'Livell 4, se jkollhom l-opportunità li jkomplu bl-avvanz akkademiku tagħhom. B'mod speċifiku, l-istudenti li jlestu l-Livell 4 se jkunu eliġibbli biex javvanzaw għall-Livell 6 tal-MQF (skont il-korsijiet magħżula tal-ICT identifikati permezz tas-Servizz Pubbliku ta' Malta – ICT Stream). Dawk li jagħżlu li jkomplu l-istudji tagħhom jibqgħu IPS Students sakemm idumu bl-istudji tagħhom taħt din l-iskema iżda ladarba l-istudji tagħhom jiġu konklużi xorta jkunu intitolati li jinħatru fi grad li jkun skont il-livell tal-kwalifika miksuba skont il-Klassi tat-Teknoloġija tal-Informazzjoni u l-Komunikazzjoni (ICT).

2.14 Għal korsijiet li jeħtieġu komponent ta' apprendistat, il-kandidati magħżula jagħmlu l-imsemmi perjodu ta' apprendistat waqt il-work placement tagħhom fi ħdan is-Servizz Pubbliku, skont ir-regolamenti u l-obbligi msemmija fl-Att dwar Tagħlim ibbażat fuq ix-Xogħol u l-Apprendistat. It-tlestija b'suċċess tal-apprendistat hija rekwiżit obbligatorju għal dawn il-kandidati, u s-sigħat kollha maħduma matul il-work placement jiġu kkreditati lejn l-apprendistat tagħhom.

2.15 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.

2.16 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.

continue their academic progression. Specifically, students completing Level 4 will be eligible to advance to MQF Level 6 (as per selected ICT selected courses identified through the the Malta Public Service – ICT Stream). Those opting to continue their studies will remain IPS Students for the duration of their studies under this scheme but once their studies are concluded they will still be entitled to be appointed in a grade commensurate with the level of the qualification achieved as per Information and Communications Technology (ICT) Class.

2.14 For courses that require an apprenticeship component, selected candidates will undergo the said apprenticeship period during their work placement within the Public Service, in full compliance with the regulations and obligations outlined in the Work-based Learning and Apprenticeship Act. Successful completion of the apprenticeship is a mandatory requirement for such candidates, and all hours worked during the work placement will be credited towards their apprenticeship.

2.15 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.

2.16 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/

gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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

Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

ii. kapaċi jikkomunikaw bil-lingwa Ingliża;

U

iii. L-applikanti jridu jkunu rreġistrati bħala studenti full-time mal-MCAST, l-UoM jew kwalunkwe Istituzzjoni oħra rikonoxxuta ta' Edukazzjoni Ogħla u li qed isewgu wieħed mill-korsijiet imsemmija f'sezzjoni 1.1.

Sottomissjoni ta' Dokumentazzjoni

4.1 Evidenza dokumentata li tikkonferma l-iskrizzjoni f'wieħed mill-korsijiet indikati f'paragrafu 1.1 hawn fuq kif ukoll prova ta' kwalunkwe kwalifika u esperjenza ddikkjarata, għandha tkun skennjata u mibgħuta permezz tal-Portal tar-Reklutaġġ (https://recruitment.gov.mt).

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

4.3 L-applikanti huma ġentilment mitluba jindikaw liema kors qed isewgu, mill-lista ta' hawn taħt, meta jissottomettu l-ittra tal-applikazzjoni tagħhom:

a) Advanced Diploma in IT
b) Advanced Diploma in IT (Computer Systems and Networks)
c) Advanced Diploma in IT (Multimedia Software Development)
d) Advanced Diploma in IT (Software Development)
e) Certificate in ICT Foundation Studies

Proċeduri tal-Għażla

5.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla magħmul minn rappreżentanti tal-IPS u l-MCAST, UoM jew istituzzjoni oħra rikonoxxuta ta' edukazzjoni ogħla sabiex jiġi ddeterminat jekk humiex adatti u kommessi li jagħmlu l-kors u jekk humiex adatti u kapaċi biex eventwalment jiġu maħtura bħala ICT Support Officer. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

5.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafu 3.1, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

6.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-Prinċipal, Istitut għas-Servizzi Pubblici,

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment license 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 English language;

AND

iii. Applicants must be registered as full-time students with MCAST, UoM or any other recognised Higher Education Institution and reading for one of the courses mentioned in section 1.1.

Submission of Supporting Documentation

4.1 Documentary evidence confirming enrolment in one of the courses indicated at 1.1 above as well as proof of any claimed qualifications and experience, must be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

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

4.3 Applicants are kindly requested to indicate the course they are enrolled in, from the list below, when submitting their letter of application:

a) Advanced Diploma in IT
b) Advanced Diploma in IT (Computer Systems and Networks)
c) Advanced Diploma in IT (Multimedia Software Development)
d) Advanced Diploma in IT (Software Development)
e) Certificate in ICT Foundation Studies

Selection Procedures

5.1 Eligible applicants will be assessed by a selection board composed of representatives from IPS and MCAST/UoM/other recognised higher education institutions to determine their suitability and commitment towards following the course and their suitability and aptitude for eventual assignment as ICT Support Officer. The maximum mark for this selection process is 100% and the pass mark is 50%.

5.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 3.1, have proven relevant work experience.

Submission of Applications

6.1 Applications are to be submitted to the Principal, Institute for the Public Services, People and Standards

Diviżjoni dwar Nies u Standards, Uffiċċju tal-Prim Ministru, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu ittra tal-applikazzjoni (ġentilment indika liema kors qed issegwi), Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg), flimkien ma' evidenza dokumentata li tikkonferma reġistrazzjoni f'xi wieħed mill-korsijiet indikati f'paragraph 1.1, u kopji skennjati tal-kwalifiki inklużi traskrizzjonijiet fejn applikabbli, f'format PDF. Id-dokumenti kollha għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 24 ta' Marzu, 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.

6.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument biex jissottemettu l-applikazzjoni tagħhom.

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

6.4 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

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf). Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Division, Office of the Prime Minister, through the Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a letter of application (kindly indicate which course you are pursuing), Curriculum Vitae (which should include a list of qualifications held by applicant and the employment history), documentary evidence confirming enrolment in any of the courses indicated at paragraph 1.1, and scanned copies of qualifications including transcripts where applicable, in PDF format. All documents are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Monday, 24th March, 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.

6.2 It is the responsibility of the applicants not to leave it until the last moment for submission of their application.

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

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

Other General Provisions

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

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf). These general provisions are to be regarded as an integral part of this call for applications.

Is-sit elettroniku u l-indirizz elettroniku tal-IPS huma (https://instituteforthepublicservices.gov.mt/) u (ips@gov.mt).

Is-7 ta' Marzu, 2025

SERVIZZ PUBBLIKU TA' MALTA

Sejħa għall-applikazzjonijiet għal studenti biex jinħatru bħala Systems Administrator jew Systems Analyst wara li jtemmu b'suċċess kors li jwassal għal kwalifika akkreditata f'Livell 6 tal-MQF mal-Kulleġġ Malti għall-Arti, Xjenza u Teknoloġija (MCAST), l-Università ta' Malta (UoM) jew kwalunkwe istituzzjoni oħra rikonoxxuta ta' edukazzjoni ogħla

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

1.1 L-Istitut għas-Servizzi pubbliċi (IPS) qed ifittex li jidentifika studenti xierqa minn barra s-Servizz Pubbliku li qed isegwu kors fuq bażi full-time li jwassal għal Bachelor of Science fl-IT akkreditat f'Livell 6 tal-MQF (minimu 180 krettu ECTS) mal-Kulleġġ Malti għall-Arti, Xjenza u Teknoloġija (MCAST), l-Università ta 'Malta (UoM) jew kwalunkwe istituzzjoni oħra rikonoxxuta ta' edukazzjoni ogħla fil-korsijiet li ġejjin:

1. Bachelor of Science (Honours) in Computer Systems and Networks

2. Bachelor of Science (Honours) in Software Development

3. Bachelor of Science (Honours) in Creative Computing

4. Bachelor of Science (Honours) in Cybersecurity

5. Bachelor of Science (Honours) in Applied Data Sciences

6. Bachelor of Science (Honours) in Multimedia Software Development

7. Bachelor of Science (Honours) in Business Analytics

8. Bachelor of Science Hons in Computing Science

9. Bachelor of Science IT Hons in Artificial Intelligence

10. Bachelor of Science Hons in Computer Engineering

11. Bachelor of Science IT Hons in Computing and Business

12. Bachelor of Science IT Hons in Software Development

The website address and email address of IPS are (https://instituteforthepublicservices.gov.mt/) and (ips@gov.mt).

7th March, 2025

MALTA PUBLIC SERVICE

Call for applications for enrolled students to be appointed as Systems Administrator or Systems Analyst on successful completion of a course leading to a MQF level 6 qualification with the Malta College for Arts, Science and Technology (MCAST), University of Malta (UoM) or any other recognised higher education institutions

Nomenclatures denoting the male gender include also the female gender.

1.1 The Institute for the Public Services (IPS) is seeking to identify suitable students from outside the Public Service pursuing a full-time course leading to a Bachelor of Science in IT accredited at MQF Level 6 (minimum 180 ECTS) at the Malta College for Arts Science and Technology (MCAST), University of Malta (UoM) or any other recognised higher education institutions in the following courses:

1. Bachelor of Science (Honours) in Computer Systems and Networks

2. Bachelor of Science (Honours) in Software Development

3. Bachelor of Science (Honours) in Creative Computing

4. Bachelor of Science (Honours) in Cybersecurity

5. Bachelor of Science (Honours) in Applied Data Sciences

6. Bachelor of Science (Honours) in Multimedia Software Development

7. Bachelor of Science (Honours) in Business Analytics

8. Bachelor of Science Hons in Computing Science

9. Bachelor of Science IT Hons in Artificial Intelligence

10. Bachelor of Science Hons in Computer Engineering

11. Bachelor of Science IT Hons in Computing and Business

12. Bachelor of Science IT Hons in Software Development

1.2 Il-kors jinkludi lezzjonijiet fil-klassi u work placement fi ħdan is-Servizz Pubbliku ta' Malta f'oqsma relatati mal-kontenut tal-kors. L-applikanti magħżula li jiggradwaw fil-Bachelor of Science fl-IT jinħatru Systems Administrator jew Systems Analyst fi Skala ta' Salarju 8 fi ħdan wieħed mid-diversi ministeri fis-Servizz Pubbliku, suġġett għat-termini, kundizzjonijiet u benefiċċji stipulati f'din iċ-ċirkolari.

Termini u Kundizzjonijiet

2.1 Il-kandidati li jintgħażlu għall-IPS Student Scheme li qed isegwu kors li wassal għal Bachelor of Science fl-IT jidħlu fi studju u work placement fi ħdan is-Servizz Pubbliku ta' Malta skont struzzjonijiet mogħtija mill-Istitut għas-Servizzi Pubbliċi.

2.2 L-uffiċjali magħżula ma jkunux ikkunsidrati bħala uffiċjali pubbliċi qabel il-ħatra fil-grad ta' Systems Administrator jew Systems Analyst.

2.3 Ir-remunerazzjoni hija b'rata fis-siegħa tal-minimu ta' Skala ta' Salarju 10 (€25,570.98 fl-2025) għat-tul tal-kors. Bonus u income supplement ikunu fuq bażi prorata skont l-Att dwar is-Sigurtà Soċjali u leġiżlazzjoni oħra rilevanti. Din ir-remunerazzjoni ma taffettwax id-dritt tal-istudent għall-istipendju.

2.4 Il-kandidati li jirnexxu għandhom jiddiskutu l-iskeda tax-xogħol tagħhom mal-maniġers tal-linja tagħhom abbażi tal-kriterji li ġejjin:

Ottubru sa Ġunju – Minimu 8 sigħat sa massimu ta' 30 siegħa fil-ġimgħa
Lulju sa Settembru – Minimu ta' 30 siegħa sa massimu ta' 39 siegħa fil-ġimgħa

2.5 Il-kandidati jintgħażlu waqt li jkunu qed isegwu l-kors u jiġu assenjati dmirijiet f'oqsma li huma relatati mal-kors li jkun qed jiġi segwit. Dan se jipprovdi lill-kandidati l-opportunità li jiġu sorveljati filwaqt li japplikaw l-għarfien akkademiku tagħhom f'ambjent ta' xogħol prattiku waqt il-ħin tax-xogħol tagħhom

2.6 Il-work placement isir matul is-sena skolastika kollha skont it-tfassil tal-kors, u waqt il-vaganzi akkademiċi tas-sajf. Il-vacation leave jista' jittieħed biss waqt il-work placement. Il-leave minħabba mard u vacation leave jiġi kkalkulat fuq bażi pro-rata skont in-numru ta' sigħat maħduma.

2.7 Sakemm idum il-kors, l-IPS u l-MCAST, l-UoM, jew kwalunkwe istituzzjoni oħra rikonoxxuta ta' edukazzjoni ogħla se jikkollaboraw biex jaqsmu informazzjoni dwar l-istudji u l-prestazzjoni tal-istudenti.

2.8 Matul il-perjodu tal-work placement, l-applikanti jkunu intitolati għal leave ta' studju mhux imħallas u jistgħu

1.2 The course will include class work and a work placement within the Malta Public Service in areas related to the course content. The selected applicants on graduating in the Bachelor of Science in IT will be appointed as Systems Administrator or Systems Analyst at Salary Scale 8 within one of the various ministries in the Public Service, subject to the terms, conditions and benefits stipulated in this circular.

Terms and Conditions

2.1 Candidates who are selected for the IPS Student Scheme reading for Bachelor of Science in IT will enter into a study and work placement within the Malta Public Service as directed by the Institute for the Public Services.

2.2 Selected officers will not be considered as public officers until appointment in the grade of Systems Administrator or Systems Analyst.

2.3 The remuneration is at an hourly rate of the minimum of Salary Scale 10 (€25,570.98 in 2025) for the duration of the course. Bonus and income supplement will be on a pro-rata basis in accordance with the Social Security Act and other relevant legislation. This remuneration does not affect the student's entitlement to the stipend.

2.4 Successful candidates are to discuss their working schedule with their line managers based on the following criteria:

October till June – Minimum 8 hours up to maximum of 30 hours per week
July till September – Minimum 30 hours up to a maximum of 39 hours per week

2.5 Candidates will be selected throughout the course of study and will be posted for duty in areas that are related to the course being pursued. This will offer such candidates the opportunity of being monitored in applying their studies in practice during their working hours.

2.6 The work placement will be conducted throughout the scholastic year according to the course design and the summer recess. Vacation Leave can be availed of only during the work placement. Sick and vacation leave will be calculated on a pro-rata basis depending on the number of hours worked.

2.7 For the duration of the course IPS and MCAST, UoM or any other recognised higher education institutions will be sharing information related to the students' studies and performance.

2.8 During the placement period, applicants will be entitled to unpaid study leave and may absent themselves

ma jattendux għax-xogħol għal mhux aktar minn erbat (4) ijiem ta' xogħol qabel kull eżami.

2.9 Wara li jkunu temmew b'suċċess il-kors u jkunu kisbu l-Bachelor of Science fl-IT, u sabiex tiġi żgurata progressjoni xierqa fil-karriera, il-kandidati jinħatru bħala Systems Administrator jew Systems Analyst fil-livell ta' responsabbiltà ta' Skala ta' Salarju 8 (€28,792.02 x €486.83 – €31,713.00 in 2025) u jiġu assenjati biex jaqdu dmirijiet fis-Servizz Pubbliku skont l-ordni tal-mertu. Il-post ta' Systems Administrator jew Systems Analyst jinkludi progressjoni fl-ewwel snin ta' servizz

2.10 Dawk l-applikanti li ma jiksbux il-kwalifika sħiħa f'Livell 6 tal-MQF, iżda madankollu, jiksbu kwalifika ekwivalenti għal Livell 5 tal-MQF (b'minimu ta' 60 krettu ECTS) xorta jkunu eliġibbli biex ikunu parti mill-Klassi tal-ICT u jinħatru bħala Senior ICT Support Officer fi Skala ta' Salarju 11 (€22,642.98 x €375.17 - €26,290.00 fl-2025).

2.11 Is-Systems Administrator/Systems Analyst/Senior ICT Support Officer ikun intitolat ukoll għal dawk il-benefiċċji u dawk il-kundizzjonijiet u obbligi kif stipulat fil-kundizzjonijiet tax-xogħol għall-uffiċjali li jaqgħu taħt il-Kundizzjonijiet tax-Xogħol għal Uffiċjali fil-Klassi tat-Information and Communications Technology (ICT)

2.12 Il-ħatra ta' Systems Administrator jew Systems Analyst hija suġġetta għal perjodu ta' prova ta' sena (1), waqt li l-ħatra ta' Senior ICT Support Officer hija suġġetta għal perjodu ta' prova ta' sitt (6) xhur. Il-ħatriet huma fuq bażi full-time u huma suġġetti għar-regoli u r-regolamenti li jirregolaw is-Servizz Pubbliku ta' Malta u jinvolvu l-possibbiltà li jiġu trasferiti fi ħdan is-Servizz Pubbliku biex jiġi żgurat li s-servizz jingħata b'mod effettiv.

2.13 Waqt il-work placement, il-persuni maħtura jiġu kkuntattjati mill-Istitut għas-Servizzi Pubbliċi biex itemmu l-programm ta' induzzjoni applikabbli.

2.14 Għandu jiġi nnutat li l-IPS Students ma jistgħux ikomplu l-avvanz akkademiku tagħhom lil hinn mil-Livell 6 tal-MQF permezz ta 'din is-sejħa għall-applikazzjonijiet.

2.15 Għal korsijiet li jeħtieġu komponent ta' apprendistat, il-kandidati magħżula jagħmlu l-imsemmi perjodu ta' apprendistat waqt il-work placement tagħhom fi ħdan is-Servizz Pubbliku, skont ir-regolamenti u l-obbligi msemmija fl-Att dwar Tagħlim ibbażat fuq ix-Xogħol u l-Apprendistat. It-tlestija b'suċċess tal-apprendistat hija rekwiżit obbligatorju għal dawn il-kandidati, u s-sigħat kollha maħduma matul il-work placement jiġu kkreditati lejn l-apprendistat tagħhom.

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

for up to four (4) working days prior to each examination period.

2.9 Once the applicants would have successfully completed the course and attained the Bachelor of Science in IT, and in order to ensure appropriate career progression, they will be appointed as Systems Administrator or Systems Analyst at Salary Scale 8 (€28,792.02 x €486.83 – €31,713.00 in 2025) and will be assigned to perform duties within the Public Service according to the order of merit. The post of Systems Administrator or Systems Analyst has a career path that includes progression in the initial years of service.

2.10 Those applicants who fail to obtain the full MQF level 6 qualification, but they however, obtain a qualification equivalent to an MQF Level 5 (with minimum of 60 ECTS credits) will still be eligible to be part of the ICT Class and will be appointed as Senior ICT Support Officer at Salary Scale 11 (€22,642.98 x €375.17 - €26,290.00 in 2025).

2.11 The Systems Administrator/Systems Analyst/Senior ICT Support Officer will also be entitled to such benefits and such conditions and obligations as stipulated in the Working Conditions for Officers falling within the Information and Communications Technology (ICT) Class.

2.12 The appointment as Systems Administrator or Systems Analyst is subject to a probationary period of one (1) year, while the appointment of Senior ICT Support Officer is subject to a probationary period of six (6) months. Appointments are on a full-time basis and are subject to the rules and regulations governing the Malta Public Service and involves the possibility of being transferred within the Public Service to ensure effective service delivery.

2.13 During the work placement, appointees, will be contacted by the Institute for the Public Services to complete the applicable induction programme.

2.14 Please note that IPS Students cannot continue their academic progression beyond MQF Level 6 through this call for applications.

2.15 For courses that require an apprenticeship component, selected candidates will undergo the said apprenticeship period during their work placement within the Public Service, in full compliance with the regulations and obligations outlined in the Work-Based Learning and Apprenticeship Act. Successful completion of the apprenticeship is a mandatory requirement for such candidates, and all hours worked during the work placement will be credited towards their apprenticeship.

2.16 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to

Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali jew awtorità kompetenti oħra mhux aktar minn sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

2.17 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)).

Rekwiżiti tal-Eliġibbiltà

3.1 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

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.

2.17 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)).

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

ii. ikunu profiċjenti fil-lingwa Ingliża;

U

iii. L-applikanti jridu jkunu rreġistrati bħala studenti full-time mal-MCAST, l-UoM jew kwalunkwe Istituzzjoni oħra ta' Edukazzjoni Ogħla rikonoxxuta u li qed isewgu wieħed mill-korsijiet imsemmija f'sezzjoni 1.1.

Sottomissjoni ta' Dokumentazzjoni

4.1 Evidenza dokumentata li tikkonferma l-iskrizzjoni f'wieħed mill-korsijiet indikata f'paragrafu 1.1 hawn fuq kif ukoll prova ta' kwalunkwe kwalifika u esperjenza ddikkjarata, għandha tkun skennjata u mibgħuta permezz tal-Portal tar-Reklutaġġ (https://recruitment.gov.mt).

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

4.3 L-applikanti huma ġentilment mitluba jindikaw liema kors qed isewgu, mill-lista ta' hawn taħt, meta jissottomettu l-ittra tal-applikazzjoni tagħhom:

1. Bachelor of Science (Honours) in Computer Systems and Networks

2. Bachelor of Science (Honours) in Software Development

3. Bachelor of Science (Honours) in Creative Computing

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

iii. applicants must be registered as full-time students with MCAST, UoM or any other recognised Higher Education Institution and reading for one of the courses mentioned in section 1.1.

Submission of Supporting Documentation

4.1 Documentary evidence confirming enrolment in one of the courses indicated at 1.1 above as well as proof of any claimed qualifications and experience claimed must be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

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

4.3 Applicants are kindly requested to indicate the course they are enrolled in, from the list below, when submitting their letter of application:

1. Bachelor of Science (Honours) in Computer Systems and Networks

2. Bachelor of Science (Honours) in Software Development

3. Bachelor of Science (Honours) in Creative Computing

4. Bachelor of Science (Honours) in Cybersecurity

5. Bachelor of Science (Honours) in Applied Data Sciences

6. Bachelor of Science (Honours) in Multimedia Software Development

7. Bachelor of Science (Honours) in Business Analytics

8. Bachelor of Science Hons in Computing Science

9. Bachelor of Science IT Hons in Artificial Intelligence

10. Bachelor of Science Hons in Computer Engineering

11. Bachelor of Science IT Hons in Computing and Business

12. Bachelor of Science IT Hons in Software Development

Proċeduri tal-Għażla

5.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla magħmul minn rappreżentanti tal-IPS u l-MCAST, UoM jew istituzzjoni oħra ta' edukazzjoni ogħla rikonoxxuta sabiex jiġi ddeterminat jekk humiex adatti u kommessi li jagħmlu l-kors u jekk humiex adatti u kapaċi biex eventwalment jiġu maħtura bħala Systems Administrator jew Systems Analyst. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

5.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafu 3.1, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

6.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-Prinċipal, Istitut għas-Servizzi Pubblici, Diviżjoni dwar Nies u Standards, Uffiċċju tal-Prim Ministru, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu ittra tal-applikazzjoni (ġentilment indika liema kors qed issegwi), Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg), flimkien ma' evidenza dokumentata li tikkonferma reġistrazzjoni f'xi wieħed mill-korsijiet indikati f'para 1.1, u kopji skennjati tal-kwalifiki inklużi traskrizzjonijiet fejn applikabbli, f'format PDF. Id-dokumenti kollha għandhom jintbagħtu permezz tal-portal. Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 24 ta' Marzu, 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.

4. Bachelor of Science (Honours) in Cybersecurity

5. Bachelor of Science (Honours) in Applied Data Sciences

6. Bachelor of Science (Honours) in Multimedia Software Development

7. Bachelor of Science (Honours) in Business Analytics

8. Bachelor of Science Hons in Computing Science

9. Bachelor of Science IT Hons in Artificial Intelligence

10. Bachelor of Science Hons in Computer Engineering

11. Bachelor of Science IT Hons in Computing and Business

12. Bachelor of Science IT Hons in Software Development

Selection Procedures

5.1 Eligible applicants will be assessed by a selection board composed of representatives from IPS and MCAST, UoM or any other recognised higher education institution to determine their suitability and commitment towards following the course and their suitability and aptitude for eventual assignment as Systems Administrator or Systems Analyst Officer. The maximum mark for this selection process is 100% and the pass mark is 50%.

5.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 3.1, have proven relevant work experience.

Submission of Applications

6.1 Applications are to be submitted to the Principal, Institute for the Public Services, People and Standards Division, Office of the Prime Minister, through the Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a letter of application (kindly indicate which course you are pursuing), Curriculum Vitae completely up to date (which should include a list of qualifications held by applicant and the employment history), documentary evidence confirming enrolment in any of the courses indicated at para 1.1, and scanned copies of qualifications including transcripts where applicable, in PDF format. All documents are to be uploaded through the portal. The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Monday, 24th March, 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.

6.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument biex jissottemettu l-applikazzjoni tagħhom.

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

6.4 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

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf). Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tal-IPS huma (https://instituteforthepublicservices.gov.mt/) u (ips@gov.mt).

Is-7 ta' Marzu, 2025

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

Pożizzjoni ta' Community Liaison Worker fuq bażi full-time jew part-time fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni

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

Il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni (MEYR) jixtieq jiġbed l-attenzjoni tal-applikanti interessati li l-ebda forma ta' abbuż fuq it-tfal

6.2 It is the responsibility of the applicants not to leave it until the last moment for submission of their application.

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

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

Other General Provisions

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

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf). These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of IPS are (https://instituteforthepublicservices.gov.mt/) and (ips@gov.mt).

7th March, 2025

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Position of Community Liaison Worker on a full-time or part-time basis in the Ministry for Education, Sport, Youth, Research and Innovation

Nomenclatures denoting the male gender include also the female gender.

The Ministry for Education, Sport, Youth, Research and Innovation (MEYR) would like to remind all interested applicants that it has zero tolerance policy towards any form

mhuwa tollerat. Fil-proċess tar-reklutaġġ, l-MEYR jimxi mal-Liġi Sussidjarja 327.546 (Regolamenti tal-2016 dwar ir-Reklutaġġ, Taħriġ Inizjali u Żvilupp Professjonali Kontinwu u Protezzjoni ta' Minorenni fl-Edukazzjoni Obbligatorja).

1. Is-Segretarju Permanenti, Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, jilqa' applikazzjonijiet għall-pożizzjoni ta' Community Liaison Worker fuq bażi full-time jew part-time fi ħdan il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni.

Tul tal-Assenjament u Kundizzjonijiet

2.1. Il-kandidat magħżul jiġi ngaġġat bħala Community Liaison Worker fuq bażi full-time jew part-time fi ħdan MEYR. Dan l-ingaġġ ikun fuq bażi ta' kuntratt definit għal sena waħda (1) skolastika jew inqas, li jista' jiġġedded għal perjodi oħra. L-ingaġġ ta' applikanti li jintgħażlu huwa determinat skont in-numru ta' postijiet battala li jirriżultaw għal Community Liaison Worker fuq bażi full-time jew part-time f'suġġett/qasam/lingwa partikolari.

2.2. Il-pożizzjoni ta' Community Liaison Worker hija suġġetta għal perjodu ta'prova ta' sitt (6) xhur.

2.3. Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali jew awtorità kompetenti oħra mhux aktar minn sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

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

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

of child abuse. MEYR adheres to S.L. 327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process.

1. The Permanent Secretary, Ministry for Education, Sport, Youth, Research and Innovation (MEYR), invites applications for the position of Community Liaison Worker on a full-time or part-time basis within the Ministry for Education, Sport, Youth, Research and Innovation.

Duration of Assignment and Conditions

2.1. A selected candidate will be engaged as a Community Liaison Worker on a full-time or part-time basis within MEYR. The engagement will be on the basis of a definite contract for one (1) scholastic year or less, which may be renewed for further periods. Engagement of successful applicants is determined according to the number of vacancies arising for Community Liaison Worker on a full-time or part-time basis in a particular subject/area/language.

2.2. The position of Community Liaison Worker is subject to a probationary period of six (6) months.

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

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

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

for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

Salarju Marbut mal-Pożizzjoni

3. Is-salarju marbut għal-pożizzjoni ta' Community Liaison Worker fuq bażi full-time huwa ekwivalenti għal inkriment inqas mill-punt massimu ta' Skala ta' Salarju 13 (li fl-2025 huwa ta' €22,719.50), mal-ħatra, bil-kisba tal-massimu wara l-konferma fil-ħatra. Il-persuna magħżula għall-posiżizzjoni ta' Community Liaison Worker fuq bażi part-time se titħallas bir-rata ta' €10.92 (fis-sena 2025) għal kull siegħa li taħdem.

Dmirijiet

4. Id-dmirijiet għal din il-pożizzjoni ta' Community Liaison Worker huma:

i. Jipprovdi punt ta' referenza u assistenza lill-ġenituri jew adulti responsabbli ta' studenti fl-iskejjel, fiċ-ċentri edukattivi u fil-komunità;

ii. Jittraduċi dokumenti u jinterpreta skont il-bżonn;

iii. Jikkollabora mal-iskejjel billi jħejji laqgħat u attivitajiet sabiex jiġu promossi l-integrazzjoni u l-multikulturaliżmu;

iv. Iħejji laqgħat għall-ġenituri u adulti responsabbli ta' studenti fi skejjel u ċentri edukattivi;

v. Jippromovi l-involviment tal-ġenituri fl-iskejjel u fit-tmexxija tagħhom;

vi. Jippromovi l-involviment tal-ġenituri fil-komunità u f'entitajiet oħra;

vii. Jiżviluppa materjal u riżorsi edukattivi u multikulturali, kemm b'mod konvenzjonali kif ukoll online, sabiex jintużaw fl-iskejjel u fiċ-ċentri edukattivi;

viii. Jipparteċipa f'korsijiet għall-iżvilupp professjonali;

ix. Jikkopera ma' min jipprovdi servizzi oħra;

x. Jikkonsulta mad-Direttur tad-Direttorat għall-Istudenti Internazzjonali dwar dmirijiet;

xi. Jieħu ħsieb u jaġġorna rekords u jikkordina skedi skont kif miftiehem mad-Direttur tad-Direttorat għall-Istudenti Internazzjonali;

xii. Jikkonforma ma' policies relatati mal-protezzjoni tat-tfal, saħħa u sigurtà u l-protezzjoni tad-data;

Managing%20COI%20in%20the%20Public%20Sector.pdf)).

Salary Pegged to the Position

3. The salary attached to the position of Community Liaison Worker on a full-time basis is equivalent to an increment less than the maximum point of Salary Scale 13, (which in the year 2025 is, €22,719.50) on appointment, with attainment of the maximum on confirmation of appointment. The person chosen for the position of Community Liaison Worker on a part-time basis will be paid at the rate of €10.92 (in the year 2025) for every hour worked.

Duties

4. The job duties for the position of Community Liaison Worker include:

i. Provides a point of reference and assistance to parents or significant adults of learners in schools, educational centres and the community;

ii. Translate documents and interpretation as needed;

iii. Liaises with schools in the setting up of meetings and activities to promote integration and multicultural approaches;

iv. Set up of parental meetings for parents and significant adults of learners in schools and educational centres;

v. Promotes parental involvement and leadership in schools;

vi. Promotes parental engagement with the community and other entities;

vii. Develops conventional and/or online educational and multicultural resources and materials to be used in schools and educational centres;

viii. Participates actively in professional development courses;

ix. Cooperates with other service providers;

x. Consult with the Director – International Learners' Directorate with regards to duties;

xi. Maintains and update of records and coordinating schedules as agreed with the Director – International Learners' Directorate;

xii. Be compliant with policies relating to child protection, health and safety and data protection;

xiii. Iwettaq dmirijiet oħra skont kif mitluba mad-Direttur tad-Direttorat għall-Istudenti Internazzjonali;

xiv. Iwettaq dmirijiet oħra kif mitlub mis-Segretarju Permanenti tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni u/jew mid-Direttur tad-Direttorat għall-Istudenti Internazzjonali;

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

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

xiii. Performs any other duties as directed by the Director – International Learners' Directorate;

xiv. Carry out other duties as may be determined by the Permanent Secretary of the Ministry for Education, Sport, Youth, Research and Innovation and/or the Director – International Learners' Directorate;

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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

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

ii. kapaċi jikkomunikaw bil-lingwa Maltija u/jew Ingliża; u

iii. fil-pussess ta' mill-inqas lingwa oħra fil-Livell 4 tal-MQF (minbarra l-Malti u l-Ingliż) fil-lingwi li ġejjin: Albaniż je Għarbi jew Armen jew Ċiniż jew Russu jew Serb jew Tork jew Ukren jew Urdu jew Spanjol jew Portugiż jew Malajalam jew Bengali jew Ungeriż jew Somali; u

iv. fil-pussess ta' kwalifika fil-Livell 3 tal-MQF fil-Kompjuter u/jew Ħiliet Diġitali; u

v. jiġu aċċettati wkoll applikazzjonijiet minn applikanti li huma profiċjenti f'mill-inqas lingwa oħra (minbarra l-Malti u l-Ingliż) bħala kelliem nattiv (Livell CEFR: C2) fil-lingwi li ġejjin: Albaniż jew Għarbi jew Armen jew Ċiniż jew Russu jew Serb jew Tork jew Ukren jew Urdu jew Spanjol jew Portugiż jew Malajalam jew Bengali jew Ungeriż jew Somali u li huma profiċjenti fil-Kompjuter/Ħiliet Diġitali.

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

5.2. (i) Kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 5.1 jew kif indikat f'paragrafu 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika f i 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.

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/or English languages; and

iii. in possession of at least one other language at MQF Level 4 (other than Maltese and English) in the following languages; Albanian or Arabic or Armenian or Chinese or Russian or Serbian or Turkish or Ukrainian or Urdu or Spanish or Portuguese or Malayalam or Bengali or Hungarian or Somali; and

iv. in possession of a qualification at MQF Level 3 in Computer and/or Digital Skills; and

v. applications will also be accepted from applicants who are proficient in at least one other language (other than Maltese and English) as a native speaker (CEFR Level: C2) in the following languages: Albanian or Arabic or Armenian or Chinese or Russian or Serbian or Turkish or Ukrainian or Urdu or Spanish or Portuguese or Malayalam or Bengali or Hungarian or Somali and who are proficient in Computer/Digital Skills.

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

5.2. (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 5.1 or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification 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) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll. Dawn il-kandidati għandhom jissottomettu evidenza li temmew b'suċċess il-kretti meħtieġa tal-ECTS/ECVET, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għal applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjoniji applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

Sottomissjoni ta' Dokumentazzjoni

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

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

Proċeduri tal-Għażla

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

7.2. Kandidati li jgħaddu jkunu mniżżla f'listi ta' mertu separati, waħda għal kull lingwa.

7.3. Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 5.1 sa 5.2, għandhom esperjenza ta' xogħol rilevanti u ppruvata. Il-lista tar-riżultati tibqa' valida għal sentejn (2) mid-data tal-pubblikazzjoni jew sakemm il-lista tar-riżultati tkun eżawrita, liema waħda minn dawn tkun l-ewwel.

Sottomissjoni tal-Applikazzjoni

8.1. L-applikazzjonijiet għal full time jew part-time, għandhom jiġu sottomessi, għall-attenzjoni tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, permezz tal-Portal tar-Reklutaġġ tal-Edukazzjoni online **biss** (https://edurecruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tlieta, 25 ta' Marzu, 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.

(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).

Submission of Supporting Documents

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

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

Selection Procedures

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

7.2. Successful applicants will be listed in separate order of merit lists, one for each language.

7.3. Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.2, have proven relevant work experience. The result list will remain valid for two (2) year from date of publication or until the result list is exhausted, whichever is earlier.

Submission of Applications

8.1. Applications for full-time or part-time are to be submitted, for the attention of the Ministry for Education, Sport, Youth, Research and Innovation, through the online Education Recruitment Portal **only** (https://edurecruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Tuesday, 25th March, 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.

8.2. Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument biex jissottemettu l-applikazzjoni tagħhom.

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

8.4. Applikanti jingħataw sa jumejn (2) xogħol wara d-data u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf).

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

Is-7 ta' Marzu, 2025

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

Pożizzjoni ta' Għalliema part-time għal Language to Go! classes fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni

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

Il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni (MEYR), jixtieq jiġbed l-attenzjoni tal-applikanti interessati li l-ebda forma ta' abbuż fuq it-tfal

8.2. It is the responsibility of the applicants not to leave until the last moment for submission of their application.

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

8.4. Applicants are granted up to two (2) working days after closing date and time of this call for applications, to submit any incorrect or incomplete or missing documents.

Other General Provisions

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

applicable benefits, conditions and rules/regulations;

lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf).

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

7th March, 2025

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Position of part-time Teachers for Language to Go! classes in the Ministry for Education, Sport, Youth, Research and Innovation

Nomenclatures denoting the male gender include also the female gender.

The Ministry for Education, Sport, Youth, Research and Innovation (MEYR) would like to remind all interested applicants that it has zero tolerance policy towards any form

mhuwa tollerat. Fil-proċess tar-reklutaġġ, l-MEYR jimxi mal-Liġi Sussidjarja 327.546 (Regolamenti tal-2016 dwar ir-Reklutaġġ, Taħriġ Inizjali u Żvilupp Professjonali Kontinwu u Protezzjoni ta' Minorenni fl-Edukazzjoni Obbligatorja).

1. Is-Segretarju Permanenti, Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, jilqa' applikazzjonijiet għall-pożizzjoni ta' Għalliema part-time għal Language to Go! classes fi ħdan il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni.

Sajf – kull nhar ta' Tnejn sal-Ġimgħa mill-1 ta' Lulju sas-17 ta' Settembru, 2025, għas-suġġett/qasam li ġej: Malti u/jew Ingliż bħala lingwa barranija.

Tul tal-Assenjament u Kundizzjonijiet

2.1. Il-programm se jkun kull nhar ta' Tnejn sal-Ġimgħa mill-1 ta' Lulju sas-17 ta' Settembru, 2025, iż-żewġ ġranet inklużi. L-applikanti magħżula jkunu mistennija jirrappurtaw għax-xogħol 15-il minuta qabel il-ftuħ taċ-ċentru għall-istudenti.

2.2. Aktar informazzjoni dwar servizzi speċifiċi u kundizzjonijiet, jistgħu jinkisbu permezz ta' ittra elettronika lil (l2g.ild@ilearn.edu.mt).

2.3. Lezzjonijiet personali u lezzjonijiet virtwali se jsiru kull nhar ta' Tnejn sal-Ġimgħa mill-1 ta' Lulju sas-17 ta' Settembru, 2025, bejn it-8.00 a.m. u s-6.00 p.m. Filwaqt li l-istudenti li jattendu dawn il-klassijiet se jeħtieġu appoġġ individwalizzat, l-għalliema jingħataw informazzjoni dwar is-suġġetti li għandhom jiġu prijoritizzati. L-għalliema magħżula jistgħu jkunu meħtieġa jattendu sessjoni ta' informazzjoni bi tħejjija għall-programm.

2.4. Peress li din hi pożizzjoni marbuta ma' terminu ta' żmien fiss jew tkomplija ta' biċċa xogħol speċifika, il-pożizzjoni ta' Għalliema part-time għal Language to Go! classes hija skont Regolament 7(4) tal-Liġi Sussidjarja 452.81 intitolat u għaldaqstant dan jikkostitwixxi raġuni oġġettiva skont ir-'Regolamenti dwar Kuntratti ta' Servizz għal Żmien Fiss'.

2.5. 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.

2.6. Fir-rigward tar-rekwiżiti li joħorġu mid-Direttiva 16, dwar il-'Qafas Governattiv għall-Prevenzjoni u l-Ġestjoni ta'

of child abuse. MEYR adheres to S.L. 327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process.

1. The Permanent Secretary, Ministry for Education, Sport, Youth, Research and Innovation (MEYR), invites applications for the position of part-time Teachers for Language to Go! classes within the Ministry for Education, Sport, Youth, Research and Innovation.

Summer – from Monday to Friday from 1st July till 17th September, 2025, for the following subject/area: Maltese and/or English as a Foreign Language.

Duration of Assignment and Conditions

2.1. The programme will run from Monday to Friday from 1st July till 17th September, 2025, both days inclusive. Chosen applicants will be expected to report to work 15 minutes prior to the opening of centre for students.

2.2. Enquiries about specific services required and conditions may be obtained by email to (l2g.ild@ilearn.edu.mt).

2.3. In-person lessons and virtual lessons will be held from Monday to Friday from 1st July till 17th September, 2025, and run between 8.00 a.m. and 6.00 p.m. Whilst students attending these classes will require individualised support, teachers will be provided with information regarding the topics to be prioritised. Teachers may be required to attend an information session in preparation for the programme.

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

2.5. 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.

2.6. In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and

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

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

Salarju Marbut mal-Pożizzjoni

3. Ir-rimunerazzjoni għal Language to Go! classes se tkun ikkalkulata kif ġej: għal kull lezzjoni ta' 40 minuta kuntatt dirett, se jiżdied ħin addizzjonali ta' 30 minuta, kuntatt mhux dirett, għall-preparazzjoni. Ir-rata tar-rimunerazzjoni titħallas €18.37 fis-siegħa. Ir-rata part-time se tintuża għal skopijiet ta' tnaqqis tat-taxxa.

Dmirijiet

4. Id-dmirijiet għal din il-pożizzjoni ta' Għalliema part-time għal Language to Go! classes huma:

Hija r-responsabbiltà tal-Għalliem li tieħu ħsieb li tipprovdi esperjenzi xierqa ta' tagħlim rilevanti, stimulanti, u li jinvolvi l-istudent, għall-istudenti kollha taħt ir-responsabbiltà tiegħu/tagħha, billi trawwem b'mod sostenibbli fl-individwu kif ukoll fil-kollettiv, il-benessere fit-tkabbir spiritwali, f'dak emozzjonali, fil-fehim u fl-iżvilupp fiżiku. Il-persuna maħtura bħala għalliem hija mistennija li tikkollabora ma' edukaturi li jkunu qed jappoġġaw dan l-isforz fil-klassi jew barra mill-klassi, taħt it-tmexxija tas-senior management team tal-iskola, anke billi jinvolvu ruħhom fl-iżvilupp tal-Komunità ta' Edukaturi Professjonali, inkluż fi ħdan is-School Development Plan. Biex dan iseħħ, il-persuna magħżula bħala għalliem għandha:

i. Iżżomm ruħha aġġornata mal-iżviluppi fl-edukazzjoni, b'mod partikulari fir-rigward taċ-ċiklu u/jew qasam rispettiv, inkluż iżda mhux limitat għall-kurrikulu, il-pedagoġija, l-assessjar, ir-recording, u r-rappurtar ta' tagħlim, il-kontenut u l-iżvilupp differenti ta' min jitgħallem;

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

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

Salary Pegged to the Position

3. Remuneration for Language to Go! classes shall be calculated as follows: for every 40 minute lesson contact time, an additional 30 minute non-contact time will be added for preparation. Remuneration rate will be paid at €18.37 per hour. Part-time rate will be used for tax deduction purposes.

Duties

4. The job duties for the position of part-time teachers for Language to Go! classes include:

It is the responsibility of a teacher to take charge of providing appropriate relevant, stimulating and engaging learning experiences for all students under his/her responsibility, nurturing wellbeing through sustainable individual as well as collective spiritual, emotional, cognitive and physical growth. The teacher is expected to collaborate with other educators, who may be supporting this endeavour within or beyond the classroom, under the leadership of the school's senior management team, also by engaging in the development of a Community of Professional Educators, including through School Development Planning. In pursuing this, the Teacher is to:

i. Keep abreast of developments in education, particularly in relation to the respective Cycle and/or area, including but not limited to curriculum, pedagogy, assessment, recording and reporting of learning, content and diverse learner development;

ii. Toħloq kundizzjonijjiet tajbin biex tiffaċilita l-iżvilupp olistiku ta' min qed jitgħallem skont il-linji gwida pprovduti mill-awtoritajiet nazzjonali u lokali nominati;

iii. Tippjana, toħloq u tevalwa esperjenzi ta' tagħlim stimulanti, pjaċevoli u pożittivi, inkluż fil-preparazzjoni ta' lezzjonijiet u kif tagħti l-lezzjonijiet, fl-iżvilupp u amministrazzjoni ta' modalitajiet varji ta' assessjar għal u ta' tagħlim, kif ukoll tagħti feedback ukoll permezz ta' reġistrazzjoni u rappurtar tat-tagħlim;

iv. Tindirizza d-diversità billi toħloq opportunitajiet għall-istudenti kollha biex jilħqu l-potenzjal tagħhom mingħajr ma formalment jew informalment joħolqu ostakli jew inaqqsu l-aspettattivi;

v. Tikkontribwixxi għall-kisba inkrimentali tar-riżultati mistennija fis-suġġett, qasam ta' tagħlim u l-livell ta' temi transkurrikulari tal-istudenti kollha fdati taħt il-kura tiegħu/tagħha, billi tgħolli l-limitu tal-kisba għal kull individwu u jitnaqqas il-lakuni fil-kisba li jistgħu jeżistu fil-proċess billi tiffaċilita t-twettiq tal-potenzjal ta' kull student;

vi. It-tagħlim u l-edukazzjoni tal-istudenti skont il-linji gwida pprovduti mill-Qafas tal-Kurrikulu Nazzjonali taħt il-gwida totali tal-awtorità kompetenti tal-edukazzjoni;

vii. It-tagħlim u l-edukazzjoni tal-istudenti skont il-ħtiġiet, il-ħiliet u l-potenzjal edukattiv ta' studenti individwali fdati fil-kura tiegħu/tagħha mill-Kap tal-Iskola jew Kap tas-Sezzjoni;

viii. Iġibu lilhom infushom u jgħallmu u jedukaw lill-istudenti skont il-prinċipji stabbiliti fil-Kodiċi tal-Etika u l-Prattika tal-Għalliema;

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

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

Deskrizzjoni dettaljata tax-xogħol ta' dal-post tista' tinkiseb minn (https://education.gov.mt/vacancies/).

Il-persuna magħżula hija mistennija li twettaq dmirijiet b'lealtà, b'diliġenza xierqa u bl-akbar ħila, u taġixxi f'kull rispett skont l-istruzzjonijiet u/jew direttivi mogħtija lilha mid-direttorati tal-Edukazzjoni, il-Kap tan-Network tal-Kulleġġ u/jew il-Kap tal-Iskola.

Rekwiżiti tal-Eliġibbiltà

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

ii. Create optimal conditions which facilitate a learner's holistic development according to guidelines provided by the national and local designated authorities;

iii. Plan, create, and evaluate stimulating, enjoyable and positive learning experiences, including through lesson preparation and delivery, development and administration of varied modalities of assessment for and of learning, as well as give feedback also through recording and reporting of learning;

iv. Address diversity by creating opportunities for all learners to reach their potential without either formally or informally erecting barriers or lowering expectations;

v. Contribute towards the incremental attainment of the expected outcomes at subject, learning area, and cross-curricular theme level by all students entrusted under his/her care raising the bar of achievement for every individual and narrowing the attainment gaps that may exist in the process facilitating the fulfilment of each learner's potential;

vi. Teach and educate students according to guidelines provided by the National Curriculum Framework under the overall guidance of the competent education authority;

vii. Teach and educate students according to the educational needs, abilities and attainment potential of individual students entrusted to his/her care by the Head of School or Head of Section;

viii. Conduct themselves and teach and educate students in accordance with principles set out in the Teachers' Code of Ethics and Practice;

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

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

A detailed job description of the post can be obtained from (https://education.gov.mt/vacancies/).

The selected candidate is expected to carry out his/her duties in utmost good faith, with due diligence and to the best of his/her abilities and s/he shall act in all respects according to the instructions and/or directives given to him/her by the Education directorates, Head of College Network and/or Head of School.

Eligibility Requirements

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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

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

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

iii. huma Għalliema/Instructors/Għalliema Supplimentari fil-pussess ta' Warrant ta' Għalliema (Permanenti/Temporanju); u

i. a. citizens of Malta; or

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

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

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

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted 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. Teachers/Instructors/Supply Teachers in possession of a Teacher's Warrant (Permanent/Temporary); and

iv. ikollhom esperjenza ta' tagħlim fis-suġġett/qasam li għalih saret l-applikazzjoni fi skola liċenzjata li toffri edukazzjoni obbligatorja. Jistgħu japplikaw ukoll l-applikanti li jgħallmu fl-iskejjel Primarji (inklużi Complementary u Literacy Support Teachers).

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

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

Sottomissjoni ta' Dokumentazzjoni

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

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

Proċeduri tal-Għażla

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

7.2. Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 5.1 u 5.2, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

8.1. L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, permezz tal-Portal tar-Reklutaġġ tal-Edukazzjoni online **biss** (https://edurecruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tlieta, 25 ta' Marzu, 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.

iv. have teaching experience in the subject/area applied for in a licensed school offering compulsory education. Applicants teaching in Primary Schools (including Complementary and Literacy Support Teachers) may also apply.

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

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

Submission of Supporting Documents

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

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

Selection Procedures

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

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

Submission of Applications

8.1. Applications are to be submitted, for the attention of the Ministry for Education, Sport, Youth, Research and Innovation, through the online Education Recruitment Portal **only** (https://edurecruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Tuesday, 25th March, 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.

8.2. Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument biex jissottemettu l-applikazzjoni tagħhom.

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

8.4. Applikanti jingħataw sa jumejn (2) xogħol wara d-data u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf).

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

Is-7 ta' Marzu, 2025

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

Post ta' Manager I fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni

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

Il-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni (MEYR), jixtieq jiġbed l-attenzjoni tal-applikanti interessati li l-ebda forma ta' abbuż fuq it-tfal mhuwa tollerat. Fil-proċess tar-reklutaġġ, il-MEYR jimxi mal-Liġi Sussidjarja 327.546 (Regolamenti tal-2016 dwar ir-

8.2. It is the responsibility of the applicants not to leave until the last moment for submission of their application.

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

8.4. Applicants are granted up to two (2) working days after closing date and time of this call for applications, to submit any incorrect or incomplete or missing documents.

Other General Provisions

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

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf).

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

7th March, 2025

MINISTRY FOR EDUCATION, SPORT, YOUTH, RESEARCH AND INNOVATION

Post of Manager I in the Ministry for Education, Sport, Youth, Research and Innovation

Nomenclatures denoting the male gender include also the female gender.

The Ministry for Education, Sport, Youth, Research and Innovation (MEYR), would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. MEYR adheres to S.L.327.546 (Recruitment, Initial Training and Continuous Professional Development

Reklutaġġ, Taħriġ Inizjali u Żvilupp Professjonali Kontinwu u Protezzjoni ta' Minorenni fl-Edukazzjoni Obbligatorja).

1. Is-Segretarju Permanenti, Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, jilqa' applikazzjonijiet għall-post ta' Manager I fi ħdan id-Direttorat għas-Snin Bikrin, Lingwi u Studji Umanistiċi fil-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni.

Termini u Kundizzjonijiet

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

2.2 Waqt il-perjodu ta' probation/prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut 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).

of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process.

1. The Permanent Secretary, Ministry for Education, Sport, Youth, Research and Innovation, invites applications for the post of Manager I within the Directorate for Early Years, Languages and Humanities in the Ministry for Education, Sport, Youth, Research and Innovation.

Terms and Conditions

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

2.2 During the probationary/trial period, appointees must successfully complete appropriate induction programmes 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 fid-Direttorat għas-Snin Bikrin, Lingwi u Studji Umanistiċi jinkludu li:

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 in the Directorate for Early Years, Languages and Humanities include:

i. Jiġbor data mill-iskejjel dwar in-numru ta' kotba/kontenut diġitali li huwa meħtieġ għal kull suġġett, għal kull sena skolastika;

ii. Jassisti fit-tmexxija ġenerali u l-esekuzzjoni ta' proġetti li jsiru mid-dipartiment rispettiv;

iii. Effiċjenti fl-esekuzzjoni b'suċċess tal-proġetti delegati kollha għall-istandards ta' kwalità meħtieġa;

iv. Kapaċi jidentifika fuq bażi kontinwa, kwalunkwe kwistjoni li jistħoqqilha l-attenzjoni tas-superjur dirett tiegħu/tagħha u/jew tas-Segretarju Permanenti;

v. Jiżgura komunikazzjoni effiċjenti mal-partijiet interessati rilevanti kollha u mal-mexxejja tal-proġetti u jkun kapaċi jikkordina u jipparteċipa f'laqgħat regolari kif u meta meħtieġ;

vi. Iżur is-siti tal-proġetti biex jevalwaw il-progress u biex jiċċaraw kwalunkwe tħassib li jista' jinqala';

vii. Taħt id-direzzjoni tas-superjur tiegħu/tagħha, jassisti fil-kumpilazzjoni ta' rapporti ta' kull xahar relatati mal-implimentazzjoni ta' proġetti u jiżgura li l-implimentazzjoni tagħhom tkun skont skedi stabbiliti, u jassisti lill-maniġer superjuri rispettiv fil-kordinazzjoni tat-tfassil tar-rapporti li jaqgħu taħt il-mandat tad-dipartiment/ministeru;

viii. Jassisti fil-produzzjoni, l-evalwazzjoni u t-tixrid tar-rapporti tal-proġetti, kif meħtieġ, u jieħu ħsieb l-organizzazzjoni tal-preżentata u ż-żamma tad-dokumentazzjoni dwar il-proġetti kollha li jkunu għaddejjin;

ix. Jattendi u/jew jirrappreżenta lid-Dipartiment f'konferenzi, laqgħat, seminars, kumitati u pjattaformi ta' diskussjoni b'rabta ma' proġetti;

x. Ikun involut f'ħidma tad-Dipartiment jew xi uffiċċju delegat ieħor, u li jkollu rwol attiv bħala membru tat-tim filwaqt li jżomm librerija u katalgu aġġornati ta' proġetti importanti relatati mad-Dipartiment;

xi. Kapaċi jirreġistra l-kwistjonijiet kollha relatati mad-dokumentazzjoni ta' kotba tat-test/kontenut diġitali bl-użu ta' Excel fi żmien 10 ġimgħat;

xii. Jaċċetta l-opportunitajiet kollha ta' taħriġ relatati maż-żamma ta' rekords tal-baġits;

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

xiv. Iwettaq kull dmir ieħor li jista' jiġi aġġornat biex jissodisfa r-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;

i. Collects data from schools about the number of textbooks/digital content that is required per subject, per scholastic year;

ii. Assisting the overall management and execution of projects undertaken by the respective department;

iii. Efficient in the successful execution of all delegated projects to required quality standards;

iv. Able to identify on an ongoing basis, any issues which merit the attention of his/her direct superior and/or the Permanent Secretary;

v. Ensuring efficient communication with all relevant stakeholders and with project leaders and is able to coordinate and participate in regular meetings as and when required;

vi. Visiting project sites to evaluate progress and to clarify any concerns that may arise;

vii. Under the direction of his/her superior, assisting in the compilation of monthly reports related to the implementation of projects and ensure that their implementation are according to set schedules, and assisting the respective senior manager in coordinating the drawing up of reports falling within the remit of the department/ministry;

viii. Assisting in the production, evaluation and dissemination of project reports, as necessary, and undertakes the organisation of filing and maintaining documentation regarding all undergoing projects;

ix. Attending and/or representing the Department in conferences, meetings, seminars, committees and discussion platforms in connection with projects;

x. Being involved in work of the Department or any other delegated office, and playing an active role as a team member while maintaining an up to date library and catalogue of important projects related to Department;

xi. Able to record all matters related to documentation of textbooks/digital content using Excel in a matter of 10 weeks;

xii. Accepts all training opportunities related to maintaining records of budgets;

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi), jew li jkunu ngħataw permess ta' residenza taħt 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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

f. 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

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

ii. kapaċi jikkomunikaw bil-lingwa Maltija u Ingliża;

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Management jew Information Management jew Business Administration jew Education jew Public Administration, jew f'oqsma rilevanti kif determinat mill-maniġment.

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

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

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

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

4.3 Kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1(iii) jew kif indikat f'paragrafu 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), xorta jiġu kkunsidrati,

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

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

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Management or Information Management or Business Administration or Education or Public Administration, or in relevant area determined by the Management.

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

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

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

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

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

basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika 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 tal-Edukazzjoni (https://edurecruitment.gov.mt).

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

Proċeduri tal-Għażla

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

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjonijiet

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tal-Ministeru għall-Edukazzjoni, l-Isport, iż-Żgħażagħ, ir-Riċerka u l-Innovazzjoni, permezz tal-Portal tar-Reklutaġġ tal-Edukazzjoni online **biss** (https://edurecruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tlieta, 25 ta' Marzu, 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.

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 Education Recruitment Portal (https://edurecruitment.gov.mt).

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

Selection Procedures

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

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.3, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Ministry for Education, Sport, Youth, Research and Innovation, through the online Education Recruitment Portal **only** (https://edurecruitment.gov.mt). Applications are to include a Curriculum Vitae, 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 Tuesday, 25th March, 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.

Dispożizzjonijiet Ġenerali Oħra

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf). Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-7 ta' Marzu, 2025

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

Pożizzjoni ta' Segretarju Eżekuttiv fil-Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali

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

1. Id-Diviżjoni għall-Gvern Lokali fi ħdan il-Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, tixtieq tidentifika persuni idonei li jistgħu jiġu rakkomandati biex jokkupaw il-Pożizzjoni ta' Segretarju Eżekuttiv fill-Kunsilli Lokali/Reġjonali.

Tul tal-Assenjament u Kundizzjonijiet

2.1 Il-kandidati magħżula se jiġu rrakkomandati lill-Kunsilli elenkat f'Annex B, u jekk dawn jiġu magħżula minn Kunsill, jiffirmaw ftehim ta' tliet snin (3) bħala Segretarju Eżekuttiv mal-Kunsill rispettiv. Tali ftehim jista' jiġġedded għal perjodi ulterjuri, kif meħtieġ.

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

2.3 Il-pożizzjoni ta' Segretarju Eżekuttiv hija pożizzjoni b'Objective Reason skont Regolament 7 (4) (e) tal-Liġi

Other General Provisions

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

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf). These general provisions are to be regarded as an integral part of this call for applications.

7th March, 2025

MINISTRY FOR THE NATIONAL HERITAGE,
THE ARTS AND LOCAL GOVERNMENT

Position of Executive Secretary in the Ministry for the National Heritage, the Arts and Local Government

Nomenclatures denoting the male gender include also the female gender.

1. The Local Government Division (LGD) within the Ministry for National Heritage, the Arts and Local Government, wishes to identify suitable persons who could be recommended to fill the Position of Executive Secretary in Local/Regional Councils.

Duration of Assignment and Conditions

2.1 Selected candidates will be recommended to a Council listed in Annex B, and if selected by a Council, will sign a three-year agreement as an Executive Secretary with the respective Council. Such agreement may be renewed for further periods, as required.

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

2.3 The position of Executive Secretary is a position by Objective Reason in terms of Regulation 7 (4) (e) of

Sussidjarja 452.81 bit-titolu 'Regolamenti dwar Kuntratti ta' Servizz għal Terminu ta' Żmien Fiss'. Din il-pożizzjoni hija meqjusa bħala pożizzjoni ta' fiduċja li tikkonstitwixxi 'objective reason' skont l-istess Leġiżlazzjoni Sussidjarja.

2.4 Segretarju Eżekuttiv li jkollu esperjenza ta' xogħol rilevanti u ppruvata, se jkun intitolat li jirċievi status ta' Officer in Grade abbażi ta' 'notional basis', wara t-tmiem ta' erba' (4) snin ta' servizz b'suċċess, addizzjonalment mal-kariga ta' Segretarju Eżekuttiv, u suġġett għall-approvazzjoni tal-Kummissjoni għas-Servizz Pubbliku, kif indikat iktar 'l isfel.

2.5 Segretarju Eżekuttiv hu intitolat li jibbenefika u li jinħatar bħala Officer in Grade wara li jkun issodisfa l-kriterji fil-paragrafu 2.4 hawn fuq. L-istatus ta' Officer in Grade għandu jirrifletti l-iskala tas-salarju kif indikat fis-subparagrafu 2.6 jew 2.8 iktar 'l isfel kif hu applikabbli.

2.6 Tali uffiċjali se jiġu mpoġġija fuq Skala ta' Salarju li tiġi waħda anqas mill-Iskala ta' Salarju attwali kif dettaljata fil-pożizzjoni tagħhom iżda fuq l-istess tarġa tas-salarju li attwalment qegħdin fiha.

2.7 Sakemm dawn id-dispożizzjonijiet jiġu osservati, dawk appuntati bħala Officer in Grade se jiġu, dejjem jekk mhux diġà qed jokkupaw pożizzjoni ekwivalenti jew ogħla, obbligati li jaqdu dmirijiet kif indikat mill-maniġment minn żmien għal żmien fil-livell ta' responsabbiltà rispettiva proporzjonata mal-Iskala ta' Salarju li jkunu marbuta magħha. Barra minn hekk, bħala Officers in Grade, dawn m'għandhomx aktar jibbenifikaw minn allowances li joħorġu mill-kundizzjonijiet tax-xogħol stabbiliti għas-Segretarji Eżekuttivi, hekk kif ikun applikabbli minn żmien għal żmien, jekk ma jibqgħux jaqdu dmirijiet bħala Segretarji Eżekuttivi. F'dawn il-każijiet id-Diviżjoni għall-Gvern Lokali (LGD) għandha d-dritt tal-ewwel rifjut li tingaġġa s-servizzi ta' tali uffiċjali.

2.8 Mat-tmiem b'suċċess ta' perjodu addizzjonali ta' tliet (3) snin, addizzjonalment u aggregat ma' subparagrafu 2.1 iktar 'il fuq, kif ukoll suġġett għal livell ta' servizz sodisfaċjenti, uffiċjali pubbliċi appuntati fil-kariga ta' Segretarju Eżekuttiv ikunu eliġibbli li jiġu appuntati bħala Officer in Grade fl-istess skala bħal dik tal-pożizzjoni ta' Segretarju Eżekuttiv, suġġett għad-dispożizzjonijiet tal-paragrafu preċedenti.

2.9 Mal-ingaġġ, is-salarju bażiku tal-impjegat jiġi allinjat ma' dak ta' Segretarju Eżekuttiv f'dak il-Kunsill rispettiv, skont id-dispożizzjonijiet legali tar-Regolamenti dwar il-Gvern Lokali (Kap. 363, Liġijiet ta' Malta u leġiżlazzjoni sussidjarja relatata). L-istess prinċipji għandhom japplikaw fil-każ tal-grad sostantiv.

2.10 Segretarju Eżekuttiv huwa obbligat illi minn żmien għal żmien jattendi programmi ta' taħriġ hekk kif indikat lilu mil-LGD.

Subsidiary Legislation 452.81 entitled 'Contracts of Service for a Fixed Term Regulations'. This being a position of a level of trust, which constitutes an objective reason in terms of the same Subsidiary Legislation.

2.4 An Executive Secretary who has proven relevant work experience, will on completion of four (4) years of successful service, in aggregate, as Executive Secretary, and subject to the consent of the Public Service Commission, be entitled to attain Officer in Grade status on a notional basis as indicated below.

2.5 An Executive Secretary shall benefit and be appointed as Officer in Grade after having satisfied paragraph 2.4 above. The Officer in Grade status should reflect the salary scale as indicated in sub paragraph 2.6 or 2.8 below as applicable.

2.6 Such officers shall be placed on a Salary Scale which is one scale lower than their current Salary Scale as detailed in their position however on the same salary step currently enjoyed.

2.7 Subject to adherence to these provisions, appointees as Officer in Grade shall, unless occupying an equivalent or higher position, be obliged to carry out duties as indicated by management from time to time at the respective level of responsibility commensurate with the salary scale they are pegged to. Moreover, as Officers in Grade, they shall no longer benefit from any allowance/s that emanate from the working conditions established for Executive Secretaries as applicable from time to time, if no longer performing duties as Executive Secretaries. In such cases the LGD has the right of first refusal to engage the services of the officer.

2.8 On completion of a further three (3) years in aggregate, and in addition, to sub paragraph 2.1 above, and subject to satisfactory service, Public Officer appointed as Executive Secretaries shall be eligible to be appointed as Officer in Grade in the same salary scale as that of the Position as Executive Secretary, subject to the provisions of the preceding paragraph.

2.9 On appointment, the employees' basic salary should be aligned with the position of Executive Secretary for the respective Local Council in line with the legal provisions of the Local Government legislation (CAP. 363, Laws of Malta and relative subsidiary legislation). The same principles shall apply for the substantive grade.

2.10 The Executive Secretary is obliged to attend training programmes as indicated by the LGD from time to time.

2.11 Terminazzjoni mill-pożizzjoni ta' Segretarju Eżekuttiv hija fir-responsabbiltà tal-Kunsill rispettiv.

2.12 Tneħħija minn Uffiċjal Pubbliku ssir skont ir-Regolament dwar Dixxiplina fis-Servizz Pubbliku.

2.13 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 dahal fi-seħħ fl-1 ta' Frar, 2024, il-bord tal-għażla se jivvaluta l-impjiegi preċedenti tal-kandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-kandidati għandhom jipprovdu CV kompletament aġġornat, inkluż il-kwalifiki u l-istorja tal-impjieg mal-applikazzjoni tagħhom. Kwalunkwe kwistjoni ta' kunflitt ta' interess potenzjali nnutata għandha tiġi rrappurtata lis-Segretarju Permanenti rispettiv biex jiġi żgurat li, jekk il-kandidat jiġi reklutat, tali kunflitti ta' interess ikunu mmaniġġjati b'mod xieraq.

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

Salarju Marbut mal-Pożizzjoni

3. Ir-rimunerazzjoni li ġejja bbażata fuq l-iskali tas-salarji tas-Servizz Pubbliku, u skont ir-Regolament 4(2) tar-Regolamenti dwar Kunsilli Lokali (Riżorsi Umani) (Leġiżlazzjoni Sussidjarja 363.20), għandha titħallas lis-Segretarji Eżekuttivi fil-Kunsilli Lokali.

3.1 Fejn id-daqs tal-Kunsill huwa:

i. 9 sa 13-il membru, mhux aktar mill-massimu ta' Skala 5

ii. 7 membri, mhux aktar mill-massimu ta' Skala 6

iii. 5 membri u Segretarji Eżekuttivi tal-Kunsilli Reġjonali, mhux aktar mill-massimu ta' Skala 7.

3.2 Persuni impjegati bħala Segretarji Eżekuttivi għall-ewwel darba, jitħallsu bit-tieni livell taħt il-massimu tal-iskala rispettiva. Is-Segretarji Eżekuttivi li jkollhom il-kuntratt tagħhom imġedded mill-istess Kunsill, ma jkunux suġġetti għall-ebda żmien ta' prova.

3.3 Segretarju Eżekuttiv li l-kuntratt tiegħu mal-Kunsill jiġi tterminat u jidħol f'kuntratt ġdid ma' Kunsill differenti,

2.11 Termination from the position of Executive Secretary in a Council shall be within the authority of the respective Council.

2.12 Removal as Public Officer shall be made in terms of the Public Service Disciplinary Regulations.

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

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

Salary Pegged to the Position

3. The following remuneration based on the salary scales of the Public Service, and according to Regulation 4(2) of the Local Councils (Human Resources) Regulations (Subsidiary Legislation 363.20), shall be payable to Executive Secretaries in Local Councils.

3.1 Where the Council size is:

i. 9 to 13 members, not more than the maximum of Scale 5

ii. 7 members, not more than the maximum of Scale 6

iii. 5 members and Regional Councils Executive Secretaries, not more than the maximum of Scale 7.

3.2 Persons employed as Executive Secretaries for the first time shall be placed on the second notch below the maximum of the respective scale. The Executive Secretary whose contract is renewed by the same Council shall not be subject to any other probation.

3.3 An Executive Secretary whose contract with the Council is terminated and enters into a new contract with a

għandu jkun suġġett għal perjodu ta' prova ta' sena u għandu jitħallas il-massimu tas-Skala ta' Salarju relattiva.

3.4 Segretarju Eżekuttiv huwa intitolat ukoll għal benefiċċji kif elenkat:

i. Performance Bonus sa massimu ta' 15% skont il-policy u l-proċeduri fis-seħħ minn żmien għal żmien u suġġett ukoll għal prestazzjoni sodisfaċenti (sa 10% determinat mill-Kunsill u sa 5% ieħor determinat mil-LGD);

ii. Disturbance Allowance ta' €1,500 fis-sena għal Skala ta' Salarju 5, u €1,000 fis-sena għal Skali ta' Salarju 6 u 7;

iii. All-inclusive Communication Allowance ta' €815 fis-sena;

iv. All-inclusive Transport Allowance ta' €1,000 fis-sena.

3.5 Fil-każ ta' uffiċjali pubbliċi/impjegati tas-Settur Pubbliku, dawn huma intitolati li:

i. Iżommu d-drittijiet kollha li jgawdu fis-Servizz Pubbliku/Settur Pubbliku matul il-perjodu tal-ingaġġ mal-Kunsilli Lokali/Reġjonali;

ii. Iżommu s-substantative grade/indefinite status tagħhom mas-Servizz Pubbliku ta' Malta jew entità tas-Settur Pubbliku li kienu impjegati magħha;

iii. Ikollhom il-perjodu tal-ħatra tagħhom bħala Segretarju Eżekuttiv meqjus bħala 'Service in the Grade' għall-fini tal-komputazzjoni tat-tul tas-servizz, anzjanità, salarju, progressjoni u, fejn applikabbli, għal skopijiet tal-pensjoni tat-Teżor.

Dmirijiet

4. Id-dmirijiet għal din il-pożizzjoni ta' Segretarju Eżekuttiv huma:

a) Joħroġ l-avviżi kollha, jipprepara l-aġenda b'konsultazzjoni mas-Sindku u jattendi l-laqgħat kollha;

b) Jiddraftja u jiffirma l-Minuti tal-laqgħat tal-Kunsill jew kumitat;

c) Jagħmel rapport amministrattiv dettaljat ta' kull sena lis-Sindku li min-naħa tiegħu jqiegħdu għall-approvazzjoni tal-Kunsill;

d) Ilesti biex jitqiegħed quddiem il-Kunsill Estimi tad-Dħul u Ħruġ u Pjan ta' Ħidma tal-Kunsill matul is-sena finanzjarja li tkun ġejja;

different Council, shall be subject to a probation for a period of one year and shall be paid the maximum of the relative salary scale.

3.4 An Executive Secretary is also entitled to the following benefits:

i. A Performance Bonus of up to a maximum of 15% in line with policy and procedures as in force from time to time and subject to satisfactory performance (up to 10% determined by the Council and up to a further 5% determined by the LGD).

ii. Disturbance Allowance of €1,500 per annum for Salary Scale 5, and €1,000 per annum for Salary Scales 6 and 7.

iii. All inclusive Communication Allowance of €815 per annum.

iv. All inclusive Transport Allowance of €1,000 per annum.

3.5 In the case of Public officers/Public Sector employees, they are entitled to:

i. retain all inherent rights enjoyed in the Public Service/ Public Sector during the engagement period with the Local Councils;

ii. retain their substantive grade/indefinite status with the Malta Public Service or Public Sector entity;

iii. have their period of appointment as Executive Secretary deemed as 'Service in the Grade' for the purpose of computation of length of service, seniority, salary, progression and, where applicable, for Treasury pension purposes.

Duties

4. The job duties for the position of Executive Secretary include:

a) Issue all notices, prepare the agenda in consultation with the Mayor and attend all meetings;

b) Draw up and sign the Minutes of Council or committee meetings;

c) Submit a detailed annual administrative report to the Mayor who shall submit it to the Council for its approval;

d) Prepare for submission to the Council estimates of the income and expenditure and five year business plan of the Council for the next financial year;

e) Jagħmel kull dover amministrattiv ieħor kif ikun hemm bżonn, sakemm dawn l-istruzzjonijiet jaqgħu fil-parametri kif preskritt bil-Liġi u r-Regolamenti, skont il-policies deċiżi u delegati mill-Kunsill;

f) Joħroġ kull ordni li tkun teħtieġ nefqa kif approvata mill-Kunsill;

g) Itella' l-Aġenda, il-Minuti u l-Iskedi ta' Pagamenti fuq il-website tal-Kunsilli, kif mitlub bil-liġi;

h) Jimxi strettament mal-Memos, Ċirkularijiet u Direttivi maħruġa mid-Diviżjoni għall-Gvern Lokali, u jidderieġi lill-Kunsill skont il-każ;

i) Jirrapporta lid-Direttur Ġenerali (Gvern Lokali) u jagħti r-rapporti kollha u kull dokumentazzjoni oħra kif mitlub, u jaderixxi ma' kull direttiva oħra maħruġa;

j) Kull dmir ieħor skont l-esiġenzi tas-Servizz Pubbliku skont struzzjonijiet mogħtija mid-Direttur Ġenerali (Gvern Lokali), Segretarju Permanenti u s-Segretarju Permanenti Ewlieni.

Aktar dettalji jinsabu fl-Att dwar Gvern Lokali (Kap 363), Liġijiet ta' Malta.

Postijiet Vakanti Attwali fi ħdan il-Kunsilli

5. Il-lista li turi l-postijiet vakanti attwali fi ħdan il-Kunsilli u l-iskala tal-paga rispettiva tinsab hawn taħt. L-applikanti jiġu kkunsidrati wkoll biex jimlew kwalunkwe vakanza futura f'din il-pożizzjoni fil-Kunsilli kif jista' jinqala'.

Lista ta' Kunsilli Lokali u skala ta' salarju rispettiv

Kunsilli Lokali	**Skala ta' Salarju**
Ħal Qormi (Città Pinto)	5
Birkirkara	5
Ħal Għargħur	7
Ħal Kirkop	7
Il-Marsa	6
Marsaxlokk	7
Il-Mellieħa	5
Il-Mosta	5
Il-Qala	7
Il-Qrendi	7
San Ġiljan	5
San Ġwann	5
San Lawrenz	7
San Pawl il-Baħar	5
Ta' Sannat	7

e) Carry out any other administrative duties as deemed necessary, subject that such instructions fall within the parameters as prescribed by Law and Regulations, in accordance with policies decided and delegated by the Council;

f) Issue all orders bearing an expense as approved by the Council;

g) Upload Agenda, Minutes and Schedule of Payments on the Local Councils' website as prescribed by law;

h) Strictly adhere to all Memos, Circulars and Directives issued by the Local Government Division and direct the Local Council accordingly;

i) Report to the Director General (Local Government) and submit all reports and any other documentation as required, and adhere to any other directive issued by the Division;

j) Any other duties according to the exigencies of the Public Service, as directed by Director General (Local Government), Permanent Secretary, and the Principal Permanent Secretary.

For further details, vide the Local Councils Act (Cap 363), Laws of Malta.

Current Vacancies within the Councils

5. The list of current vacancies within the Local and Regional Councils and the respective salary scale may be viewed below. Applicants will also be considered to fill any future vacancies in this position in Councils as may arise.

List of Councils and the respective salary scale

Local Councils	**Salary Scale**
Ħal Qormi (Città Pinto)	5
Birkirkara	5
Ħal Għargħur	7
Ħal Kirkop	7
Marsa	6
Marsaxlokk	7
Mellieħa	5
Mosta	5
Qala	7
Qrendi	7
St Julian's	5
San Ġwann	5
San Lawrenz	7
St Paul's Bay	5
Ta' Sannat	7

Ta' Xbiex	7
Ħal Tarxien	6
Ix-Xewkija	7
L-Imtarfa	7
Kunsilli Reġjonali	**Skala ta' Salarju**
Port	7

Ta' Xbiex	7
Ħal Tarxien	6
Xewkija	7
Mtarfa	7
Regional Councils	**Salary Scale**
Port	7

Rekwiżiti tal-Eliġibbiltà

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

i. Ċittadini ta' Malta;

ii. Proficjenti u kapaċi jikkomunikaw b'mod effettiv kemm verbalment kif ukoll bil-miktub bil-lingwa Maltija u bil-lingwa Ingliża.

U

iii a. Fil-pussess ta' Master's degree rikonoxxut fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) fil-Business Administration jew Management jew f'oqsma rilevanti kif determinat mill-maniġment.

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

JEW

b. Fil-pussess ta' Degree Baċellerat rikonoxxut f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET, jew ekwivalenti*) fil-Business Administration jew Management jew f'oqsma tas-suġġetti rilevanti kif determinat mill-maniġment b'sentejn (2) esperjenza ta' xogħol rilevanti.

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

JEW

c. Fil-pussess ta' Diploma rikonoxxuta f'livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) fil-Management jew f'oqsma rilevanti kif

Eligibility Requirements

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

i. Citizens of Malta;

ii. Proficient and able to communicate effectively both verbally and in writing in the Maltese and English languages.

AND

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

OR

b. In possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Business Administration or Management or in relevant areas as determined by management with two (2) years relevant work experience.

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

OR

c. In possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, or equivalent*) in Management or in relevant areas as

determinat mill-maniġmnet b'(5) snin esperjenza ta' xogħol rilevanti.

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

JEW

d. Fil-pussess ta' kwalifika rikonoxxuta fil-Livell 4 tal-MQF (suġġetta għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) fil-Business Management jew Management jew f'oqsma tas-suġġetti rilevanti kif determinat mill-maniġmnet b'seba' (7) snin esperjenza ta' xogħol rilevanti.

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

JEW

e. Uffiċjali pubbliċi fi Skali ta' Salarju 5 sa 7 (iż-żewġ skali inklużi) u impjegati fis-Settur Pubbliku f'livell komparabbli ta' responsabbiltà.

JEW

f. Uffiċjali pubbliċi fi Skali ta' Salarju 8-11 (iż-żewġ skali inklużi) u impjegati fis-Settur Pubbliku f'livell komparabbli ta' responsabbiltà, bi tliet (3) snin esperjenza ta' xogħol rilevanti.

iv. Uffiċjali pubbliċi li japplikaw għal din il-pożizzjoni jridu jiġu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/career stream differenti jew f'pożizzjoni definita, iżda jistgħu japplikaw għal grad/pożizzjoni aktar baxxa anke jekk ma tkunx ikkonfermata u jekk tkunx fl-istess stream jew le.

6.2 (i) kandidati li għadhom ma kisbux formalment jew għadhom mhumiex approvati għall-kwalifika speċifikata f'paragrafu 6.1 jew kif indikat f'paragrafu 3.1 tad-dispożizzjonijiet ġenerali https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MLT.pdf xorta jiġu kkunsidrati sakemm jissottomettu evidenza li qegħdin fl-aħħar fażi tal-kors tagħhom li jwassal għal tali kwalifika. Il-persuni maħtura jridu jiksbu, jew jiġu approvati, għall-għoti ta' tali kwalifika fi żmien sena mid-data tal-ħatra tagħhom. Jekk din l-iskadenza stipulata għall-kisba ta' din il-kwalifika ma tintlaħaqx, il-ħatra tiġi, għal din ir-raġuni, terminata awtomatikament.

determined by management with (5) years relevant work experience.

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

OR

d. In possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Business Management or Management or in relevant areas as determined by management with seven (7) years relevant work experience.

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

OR

e. Public officers in Salary Scales 5 to 7 (both Scales included) and Public Sector employees at a comparable level of responsibility.

OR

f. Public officers in Salary Scales 8-11 (both Scales included) and Public Sector employees at a comparable level of responsibility, with three (3) years relevant work experience.

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

6.2 (i) Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 6.1 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) Barra minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell ogħla tal-MQF 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 meħtieġ tal-MQF, 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 awtoritajiet maħtura oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa hawn taħt).

(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).

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

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

(b) dawk il-persuni maħtura ma jibbenifikaw mill-ebda allowance sakemm jiksbu jew jiġu approvati għall-kwalifika indikata msemmija fi klawsola 6.1 jew 6.2.

(b) Such appointees will not benefit from any allowances until attainment of, or are approved for the indicated qualification referred to in clause 6.1 or 6.2.

6.3 L-applikanti huma obbligati li jinfurmaw minnufih lill-bord tal-għażla (jekk ir-riżultat ikun għadu ma ġiex ippubblikat, f'liema każ l-applikazzjoni għandha tiġi rtirata mill-applikant) jew lit-taqsima tar-Riżorsi Umani fi ħdan il-ministeru/dipartiment li jkun ħareġ is-sejħa (jekk ir-riżultat ikun ġie ppubblikat) dwar kwalunkwe bidla fl-istatus tal-ħatra tagħhom mid-data tas-sottomissjoni tal-applikazzjoni tagħhom sad-data tal-għeluq, jew malli jissejħu għall-ħatra bħala riżultat, ta' din is-sejħa għall-applikazzjoni, skont il-każ. In-nuqqas ta' osservanza ta' din l-istruzzjoni jista' jwassal għal azzjoni dixxiplinarja. Min-naħa tiegħu, fil-bidu tal-intervista, il-bord tal-għażla se jitlob lill-kandidat jiddikjara kwalunkwe bidla fl-istatus tal-ħatra attwali tiegħu/tagħha mid-data tas-sottomissjoni tal-applikazzjoni.

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

Sottomissjoni ta' Dokumentazzjoni

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

Submission of Supporting Documents

7.1 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).

7.2. L-applikazzjonijiet għandhom jinkludu żewġ referenzi aċċettabbli bil-miktub.

7.2 Applications shall include two acceptable written references.

7.3 Iċ-ċertifikati oriġinali u/jew it-testimonjanzi għandhom dejjem jintwerew għall-verifika waqt l-intervista.

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

7.4 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-

7.4 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 cal for applications, which should be submited by the selected

persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-hatra.

Proċeduri tal-Għażla

8.1 Is-sejħa għall-applikazzjonijiet għandha tindika l-Kunsilli Lokali/Reġjonali fejn teżisti vakanza/vakanzi għall-kariga ta' Segretarju Eżekuttiv. Għandha tingħata wkoll informazzjoni lill-kandidati li, minkejja li jkunu ġew indikati mill-bord tal-għażla bħala idoneji għall-pożizzjoni, dan ma jwassalx awtomatikament għall-ħatra għall-pożizzjoni. Il-ħatra tkun suġġetta għall-aċċettazzjoni mill-Kunsill Lokali/Reġjonali rispettiv.

8.2 L-applikanti jistgħu jindikaw bħala preferenza tliet (3) Kusilli Lokali/Reġjonali.

8.3 Il-Pożizzjoni ta' Segretarju Eżekuttiv hija kklassifikata bħala pożizzjoni suġġetta għal Objective Reason taħt id-dispożizzjonijiet tal-L.S. 452.81.

8.4 Il-kandidati eliġibbli jiġu infurmati jekk instabux idonei jew le. Il-lista ta' kandidati idonei tibqa' valida għal perjodu ta' 12-il xahar u l-kandidati jiġu proposti lill-Kunsilli fejn ikun hemm vakanzi.

8.5 Kandidati li jinstabu mhux idonei mill-bord tal-għażla jistgħu jippreżentaw petizzjoni quddiem il-Kummissjoni fi żmien għaxart ijiem tax-xogħol mid-data li fiha jiġu infurmati bir-riżultat fir-rigward tagħhom.

8.6 L-ismijiet u d-dokumentazzjoni ppreżentati mill-kandidati li jinstabu xierqa mill-bord tal-għażla jiġu mgħoddija lill-Kunsill/i indikati bħala preferenza mill-kandidat għal aċċettazzjoni eventwali jew mod ieħor mill-Kunsill.

8.7 Mal-ħatra l-persuna magħżula għandha b'seħħ immedjat tiġi assenjata mal-Kunsill partikolari fil-pożizzjoni ta' Segretarju Eżekuttiv.

8.8 Ladarba kandidati xierqa jiġu riferuti lill-Kunsill u tinħareġ ħatra jew inkella l-proċess tal-għażla għall-pożizzjoni reklamata f'dak il-Kunsill jitqies bħala magħluq u ma jkunx hemm aktar referenza ta' xi kandidati li jkun fadal.

Sottomissjoni tal-Applikazzjoni

9.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur Ġenerali, Diviżjoni għall-Gvern Lokali, 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

candidate within one (1) week from the date of the notification of appointment.

Selection Procedures

8.1 The call for applications shall indicate the Local/Regional Councils where a vacancy/vacancies of Executive Secretary exist. Information shall also to be provided to candidates that, being indicated by the selection board as being suitable for the position, pursuant to the interview stage, does not automatically lead to appointment to the position. Appointment shall be subject to the prior acceptance by the respective Local/Regional Council.

8.2 Applicants may indicate preference for up to three (3) Local/Regional Councils.

8.3 The role of Executive Secretary is classified as a position by Objective Reason under the provisions of S.L. 452.81.

8.4 Eligible candidates are informed whether they have been found suitable or otherwise. The list of suitable candidates is valid for a period of 12 months and candidates will be proposed to Councils where vacancies become available.

8.5 Candidates found unsuitable by the selection board may submit a petition before the Commission within ten working days from the date of their being informed of the result in their regard.

8.6 The names and documentation submitted by the candidates found suitable by the selection board are forwarded to the Council/s indicated as a preference by the candidate for eventual acceptance or otherwise by the Council.

8.7 Upon appointment the selected candidate shall with immediate effect be assigned with the particular Council in the position of Executive Secretary.

8.8 Once suitable candidates are referred to the Council and an appointment is issued or otherwise the selection process for the advertised position in that Council shall be deemed as closed and there shall be no further reference of any remaining candidates.

Submission of Applications

9.1 Applications are to be submitted, for the attention of the Director General, Local Government Division, 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

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 It-Tnejn, 24 ta' Marzu, 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.

9.2 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument biex jissottemettu l-applikazzjoni tagħhom.

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

9.4 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

10. 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 għall-Gvern Lokali, 26, Triq l-Arċisqof, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku, numru tat-telefown u l-indirizz elettroniku tad-Diviżjoni huma (https://Diviżjonitalgvernlokali.gov.mt), +356 2090 8600, u (hr.dlg@gov.mt).

Is-7 ta' Marzu, 2025

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 Monday, 24th March, 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.

9.2 It is the responsibility of the applicants not to leave until the last moment for submission of their application.

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

9.4 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

10. 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 Unit at 26, Triq l-Arċisqof, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address, telephone number and email address of the receiving Division are (https://localgovernmentdivision.gov.mt),+356 2090 8600, and (hr.dlg@gov.mt).

7th March, 2025

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

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

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

1. Is-Segretarju Permanenti, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, jilqa' applikazzjonijiet għall-post ta' Manager I (Accounting and Finance) fid-Dipartiment tar-Restawr u l-Preservazzjoni fi ħdan il-Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali.

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Manager I (Accounting and Finance) huwa ta' Skala ta' Salarju 10, li fis-sena 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 in 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 kwalifika ta' Master's rikonoxxut fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) f'oqsma rilevanti kif determinat minn Management għandha titqiegħed fi Skala ta' Salarju 9 (€27,145.02 x €447.33 - €29,829 fl-2024) 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.

MINISTRY FOR THE NATIONAL HERITAGE, THE ARTS AND LOCAL GOVERNMENT

Post of Manager I (Accounting and Finance) in the Ministry for the National Heritage, the Arts and Local Government

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for the National Heritage, the Arts and Local Government, invites applications for the post of Manager I (Accounting and Finance) in the Restoration and Preservation Department within the Ministry for the National Heritage, the Arts and Local Government.

Terms and Conditions

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

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

2.3 The salary for the post of Manager I (Accounting and Finance) is Salary Scale 10, which in year 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 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, 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.

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

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

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

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

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 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.

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

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

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

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

tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

Dmirijiet

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

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

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

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

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

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

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

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

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

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

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

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

(https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

Duties

3. The job duties for the post of Manager I (Accounting and Finance) include:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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

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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

U

ii. kapaċi jikkomunikaw bil-lingwa Ingliża.

U

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

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

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

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

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

4.3 Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 (iii) jew kif indikat f'paragrafu 3.1 tad-dispożizzjonijiet ġenerali (https://

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

AND

ii. able to communicate in the English language.

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Business Management or Business Administration or Economics or Banking and Finance or Accountancy or a recognised comparable professional qualification at MQF Level 6 in Accountancy, or in relevant areas as determined by management.

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

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

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

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

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 (iii) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/

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 awtomatkament terminata.

Sottomissjoni ta' Dokumentazzjoni

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

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

Proċeduri tal-Għażla

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

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.3, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Wirt Nazzjonali, l-Arti u l-Gvern Lokali, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 24 ta' Marzu, 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.

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 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 4.3, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for the National Heritage, the Arts and Local Government, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Monday, 24th March, 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-Direttorat għas-Servizzi Korporattivi, 41, Palazzo Lucia, Triq il-Merkanti, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tas-Sezzjoni huma (www.mhal.gov.mt) u (hr.mhal@gov.mt).

Is-7 ta' Marzu, 2025

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

Post ta' Technician (Construction Engineering) 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' Technician (Construction Engineering) 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' Technician (Construction Engineering) huwa ta' Skala ta' Salarju 14, li fis-sena 2025 huwa ta'

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 Section are (www.mhal.gov.mt) and (hr.mhal@gov.mt).

7th March, 2025

MINISTRY FOR THE NATIONAL HERITAGE,
THE ARTS AND LOCAL GOVERNMENT

Post of Technician (Construction Engineering) 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 Technician (Construction Engineering) 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 Technician (Construction Engineering) is Salary Scale 14, which in the year 2025

€19,591.02 fis-sena, li jiżdied bi €316.83 fis-sena sa massimu ta' €21,492.

2.3 Persuna fil-grad ta' Technician fi skala ta' Salarju 14, titla' fi Skala ta' Salarju 13 (€21,042 x €335.50 - €23,055 fis-sena 2025) wara ħames (5) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Technician fil-pussess ta' Livell 4 tal-MQF (suġġett għal minimu ta' 120 krettu ECTS/ECVET, jew ekwivalenti*) rilevanti f'Construction Engineering għandu jitqiegħed fi Skala ta' Salarju 13 (€21,042 x €335.50 - €23,055 fis-sena 2025) mal-preżentazzjoni taċ-ċertifikat ta' kwalifika u jkompli javvanza kif stipulat fil-paragrafu 2.5.

*Kwalifika rikonoxxuta komparabbli ma' 120 krettu ECTS/ECVET hija aċċettata biss suġġett għal dikjarazzjoni formali ta' rikonoxximent mill-MQRIC li tiġi so tomessa mal-applikazzjoni.

2.5 Technician fi Skala 13 jimxi għall-grad ta' Higher Technician fi Skala ta' Salarju 12 (€22,526 x €354 - €24,650 fis-sena 2025) wara ħames (5) snin ta' servizz sodisfaċenti.

2.6 It-Technicians maħtura jkunu intitolati wkoll għall-ħlas ta' Class Allowance annwali ta' €600, u Technical Allowance annwali ta' €1,500, suġġett għall-policies tal-Amministrazzjoni Ċentrali fis-seħħ minn żmien għal żmien.

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

is equivalent to, €19,591.02 per annum, rising by annual increments of €316.83 up to a maximum of €21,492.

2.3 A Technician (Construction Engineering) will progress to Scale 13 (€21,042 x €335.50 - €23,055) on completion of five (5) years service in the grade, subject to satisfactory performance.

2.4 A Technician in possession of a relevant qualification at MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Construction Engineering shall be placed in Salary Scale 13 (€21,042 x €335.50 - €23,055 in 2025) upon presentation of the qualification certificate and will continue to progress as stipulated in paragraph 2.5.

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

2.5 A Technician in Scale 13 will progress to the grade of Higher Technician in Salary Scale 12 (€22,526 x €354 - €24,650 in 2025) after five (5) years of satisfactory service.

2.6 Appointed Technicians will also be entitled to the payment of an annual Class Allowance of €600, and annual Technical Allowance of €1,500, subject to Central Administration's policies in force from time to time.

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

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' Technician (Construction Engineering) huma:

i. Iwettaq dmirijiet tekniċi kif mgħotija lilu skont l-qasam tekniku speċjalizzat għalih;

ii. Ikun konxju dwar kwistjonijiet ta' saħħa u sigurtà;

iii. Ikun lest jaħdem f'tim u jħaddan prattiki favur l-ambjent filwaqt li jkun dejjem liebes adattat għall-ambjent tax-xogħol;

iv. Jinfurma lis-superjuri tiegħu dwar speċifikazzjonijiet fir-rigward ta' bżonn ta' xiri ta' tagħmir ġdid jew spare parts;

v. Jikkollabora mas-superjuri tiegħu waqt l-ikkompilar ta' listi ta' tagħmir jew materjal ieħor li jintuża fuq il-post tax-xogħol li jkun hemm bżonn jinxtara kif ukoll biex jara li x-xogħol isir b'mod effettiv;

vi. Ikun responsabbli għal materjal u għodda li jkunu qed jintużaw fil-qasam tax-xogħol u r-responsabbiltà tagħhom;

vii. Ikunu kapaċi jinterpreta manwali tal-utent, stampi blu u pjanijiet, kif applikabbli, kif ukoll ikun responsabbli biex jikteb rapporti relatati max-xogħol tiegħu;

viii. Jattend laqgħat, taħriġ, seminars u sessjonijiet ta' taħriġ għall-iżvilupp tal-impjegati, skont il-ħtieġa;

ix. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu, skont il-ħtieġa;

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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 Technician (Construction Engineering) include:

i. Carry out technical duties as assigned according to the technical area they specialise in;

ii. Knowledgeable in health and safety issues;

iii. Must be ready to work within a team and be environmentally friendly and dressed suitably for a work environment;

iv. Inform superiors about specifications in view of the requirement of purchasing of new equipment or spare parts;

v. Liaising with superiors to compile lists of equipment and consumables which may be required for the purchasing and effective execution of work;

vi. Be responsible for material and tools used within their area of responsibility;

vii. Be able to interpret manuals, blueprints and/or prints, as applicable, and also be responsible for drafting of reports related to their area of work;

viii. Attending for meetings, training, seminars, and staff development sessions as may be deemed necessary;

ix. Undertake any other tasks, which the superior may delegate to them, as may be required;

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

ii. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingiża;

U

iii. (a) fil-pussess ta' kwalifika akkademika fil-Livell 3 tal-MQF (suġġett għal minimu ta' 60 krettu ECTS/ECVET, jew ekwivalenti*) jew ogħla biex jipprattika fil-Construction Engineering;

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

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

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

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

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

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

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

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

AND

iii. (a) in possession of an academic qualification at MQF Level 3 (subject to a minimum of 60 ECTS/ECVET credits, or equivalent*) or higher to practice in Construction Engineering;

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

JEW

(b) bi ħmistax-il (15) sena ta' esperjenza ppruvata fil-Construction Engineering.

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

OR

(b) with fifteen (15) years of proven experience in Construction Engineering.

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.

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

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

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

Sottomissjoni ta' Dokumentazzjoni

5.1(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 għal l-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 it-Tnejn, 24 ta' Marzu, 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.

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

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

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

Submission of Supporting Documents

5.1(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 Monday, 24th March, 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 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, 41, Palazzo Lucia, Triq il-Merkanti, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (www.mhal.gov.mt) u (hr.mhal@gov.mt).

Is-7 ta' Marzu, 2025

MINISTERU GĦALL-FINANZI

Post ta' Assistant Manager fil-Ministeru għall-Finanzi

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

1. Is-Segretarju Permanenti, Ministeru għall-Finanzi, jilqa' applikazzjonijiet għall-post ta' Assistant Manager fl-Amministrazzjoni tat-Taxxa u d-Dwana ta' Malta fi ħdan il-Ministeru għall-Finanzi.

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 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).

7th March, 2025

MINISTRY FOR FINANCE

Post of Assistant Manager in the Ministry for Finance

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Finance, invites applications for the post of Assistant Manager in the Malta Tax and Customs Administration within the Ministry for Finance.

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 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'

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 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for

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 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:

i. Jikkontribwixxi b'mod ġenerali fil-funzjonijiet u t-twettiq tal-proċessi tax-xogħol imwettqa mid-Dipartiment rispettiv fi ħdan l-Amministrazzjoni tat-Taxxa u d-Dwana ta' Malta;

ii. Jiżviluppa pjanijiet ta' ħidma, inklużi l-iskedi taż-żmien u l-miri tal-proċessi tax-xogħol imwettqa mid-Dipartiment;

iii. Jagħti sapport lill-maniġment superjuri tiegħu;

iv. Jassigura komunikazzjoni effiċjenti kemm interna u esterna mal-partijiet interessati;

v. Jikkordina u jipparteċipa f'laqgħat regolari kif u meta meħtieġ;

vi. Jikkordina u jwettaq xogħol amministrattiv inkluż dak li għandu x'jaqsam mat-tmexxija tad-Dipartiment;

vii. Jassisti fil-ħidma ta' kuljum li tinkludi l-immaniġġjar u d-distribuzzjoni tal-korrispondenza u mistoqsijiet, żamma ta' rekords, kif ukoll id-dħul u aġġornament ta' informazzjoni fil-kompjuter u databases;

viii. Taħt id-direzzjoni tas-superjuri tiegħu, jassisti fil-kumpilazzjoni tar-rapporti li għandhom x'jaqsmu mal-implimentazzjoni tal-proġetti kull xahar u jassigura li l-implimentazzjoni tagħhom tkun skont l-iskedi stabbiliti, u jassisti lis-superjur rispettiv fit-tfassil tar-rapporti

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 include:

i. Contribute to the overall functions and execution of work processes undertaken by the respective Department within the Malta Tax and Customs Administration;

ii. Develops work plans, including timelines and targets of work processes undertaken by the Department;

iii. Provides support to the senior management;

iv. Ensures efficient internal and external communication with relevant stakeholders;

v. Coordinates and participate in regular meetings as and when required;

vi. Coordinates and executing daily administrative tasks including those related to the running of the Department;

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

viii. Under the direction of his superior, assists in the compilation of monthly reports related to the implementation of projects and ensures that their implementation is according to set schedules, and assists the respective superior in coordinating the drawing up of reports and other

u dokumenti oħra amministrattivi li jaqgħu taħt ir-responsabbiltà tad-Dipartiment;

ix. Iwettaq xogħol relatat ma' tranżazzjonijiet ta' flus kontanti u ċekkijiet, inkluż l-ipproċessar fil-ħin ta' tranżazzjonijiet, verifiki, rekordjar, aġġustamenti, traċċar u rikonċiljazzjoni;

x. Jattendi u/jew jirrappreżenta lid-Dipartiment f'konferenzi, laqgħat, seminars, kumitati u pjattaformi ta' diskussjoni u fi proċeduri tal-Qrati taħt il-gwida tas-superjur tiegħu;

xi. Ikun involut fil-ħidma tad-Dipartiment jew uffiċċju delegat ieħor, jieħu parti attiva bħala membru tat-tim, u jżomm librerija u katalogu aġġornat ta' proġetti importanti relatati mad-Dipartiment;

xii. Jassisti fil-ħtiġiet ta' akkwist u bżonnijiet tad-Dipartiment konċernat;

xiii. Jagħmel parti minn diversi timijiet multifunzjonali biex jikkontribwixxi lejn l-għanijiet ġenerali tal-Amministrazzjoni tat-Taxxa u d-Dwana ta' Malta.

xiv. Jagħmel kwalunkwe xogħol ieħor li s-superjur jista' jiddelega lilu/ha, kif jkun meħtieġ;

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

administrative documents falling within the remit of the Department;

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

x. Attends and/or represents the Department in conferences, meetings, seminars, committees, discussion platforms and Court proceedings under the instruction of his superior;

xi. Being involved in the work of the Department or any other delegated office, and playing an active role as a team member, and maintaining an up to date library and catalogue of important projects related to the Department;

xii. Assists in the procurement needs and requirements of the respective Department;

xiii. Be part of different multi-functional teams to contribute towards the overall objectives of the Malta Tax and Customs Administration;

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

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

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

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

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

ii. kapaċi jikkomunikaw fil-lingwa Maltija u fil-lingwa Ingliża;

ii. able to communicate in 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/ECVETS, jew ekwivalenti*) fil-Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew Leadership and Management jew Administration and Management jew Commerce jew Project Management jew Creativity and Innovation jew Marketing jew Communications, jew f'oqsma rilevanti kif determinat mill-maniġment.

iii. a. in possession of a recognised qualification MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Business Management or Business Administration or Economics or Banking and Finance or Accountancy or Leadership and Management or Administration and Management or Commerce or Project Management or Creativity and Innovation or Marketing or Communications, or in relevant areas as determined by management.

JEW

OR

b. fil-pussess ta' Diploma rikonoxxuta komparabbli fil-Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVETS, jew ekwivalenti*) fil-Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew Leadership and Management jew Administration and Management jew Commerce jew Project Management jew Creativity and Innovation jew Marketing jew Communications jew kwalifika rikonoxxuta komparabbli fil-Livell 5 tal-MQF f'Accountancy jew f'oqsma rilevanti kif determinat mill-maniġment.

b. in possession of a recognised Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, or equivalent*) in Business Management or Business Administration or Economics or Banking and Finance or Accountancy or Leadership and Management or Administration and Management or Commerce or Project Management or Creativity and Innovation or Marketing or Communications or a recognised comparable professional qualification at MQF level 5 in Accountancy or in relevant areas as determined by management.

JEW

c. (i) fil-pussess ta' żewġ (2) suġġetti fil-Livell Avvanzat u tliet (3) suġġetti fil-Livell Intermedju tal-Matrikola (li għandhom jinkludu tnejn (2) minn dawn is-suġġetti: Accountancy jew Malti jew Ingliż jew Economics jew IT jew Matematika) jew kwalifika komparabbli pertinenti rikonoxxuta.

JEW

(ii) fil-pussess ta' tliet (3) suġġetti fil-Livell Avvanzat (li jrid jinkludi wieħed (1) minn dawn is-suġġetti: Accountancy jew Malti jew Ingliż jew Economics jew IT jew Matematika).

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

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

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-

OR

c. (i) in possession of two (2) subjects at Advanced Level and three (3) subjects at Intermediate Matriculation Level (which must include two (2) of the following subjects: Accountancy or Maltese or English or Economics or IT or Mathematics) or a recognised pertinent comparable qualification.

OR

(ii) in possession of three (3) subjects at Advanced Level (which must include one (1) of the following subjects: Accountancy or Maltese or English or Economics or IT or Mathematics).

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

ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3 Kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 iii (a) sa 4.1 iii (c) jew kif indikat f'paragrafu 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika 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 tad-Direttorat għas-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 it-Tnejn, 24 ta' Marzu, 2025. Ittra elettronika ġġenerata mill-kompjuter tintbagħat bħala rċevuta tal-applikazzjoni.

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

4.3 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 4.1 iii (a) to 4.1 iii (c) or else as indicated in paragraph 3.1 of the general provisions (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) will still be considered provided that they submit evidence that they are in the final phase of their course leading to such qualification. Appointees must obtain, or be approved, for the award of such qualification 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 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 Monday, 24th March, 2025. A computer-generated email will be sent as an acknowledgement of the application.

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 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).

Is-7 ta' Marzu, 2025

MINISTERU GĦALL-FINANZI

Post ta' Manager 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' Manager I fl-Amministrazzjoni tat-Taxxa u d-Dwana ta' Malta fi ħdan il-Ministeru għall-Finanzi.

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).

7th March, 2025

MINISTRY FOR FINANCE

Post of Manager 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 Manager I in the Malta Tax and Customs Administration 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 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.

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 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 tikseb degree ta' Master's rikonoxxut fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVETS, 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/ECVETS.

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, 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.

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 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 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.

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

Dmirijiet

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

i. Jagħti sapport u jmexxi l-funzjonijiet u t-twettiq ta' xogħol, proġetti u inizjattivi meħuda mill-Amministrazzjoni tat-Taxxa u d-Dwana ta' Malta inkluż it-tħejjija ta' rapporti, preżentazzjonijiet u statistika kif meħtieġ;

ii. Imexxi tim ta' uffiċjali fit-twettiq ta' dmirijiet li jikkontribwixxu għall-għanijiet ġenerali tal-Amministrazzjoni tat-Taxxa u d-Dwana ta' Malta;

iii. Jassisti lis-superjuri fil-kwistjonijiet operattivi ta' kuljum u jipprovdi appoġġ amministrattiv meħtieġ inkluż l-organizzazzjoni, il-preżentazzjoni u ż-żamma ta' dokumentazzjoni rigward il-proġetti kollha li jkunu għaddejjin fl-uffiċċju biex jiġi żgurat li n-nies u r-riżorsi joperaw b'mod effettiv u effiċjenti;

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.

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. Supports and leads in the overall functions and execution of tasks, projects and initiatives undertaken by the Malta Tax and Customs Administration including preparation of reports, presentations and statistics as necessary;

ii. Lead a team of officers in carrying out duties to contribute towards the overall objectives of the Malta Tax and Customs Administration;

iii. Assists superiors in the day-to-day operational matters and provides administrative support required including organising, filing and maintaining documentation regarding all ongoing projects in the office to ensure that people and resources operate effectively and efficiently;

iv. Iwettaq riċerka kif dirett mill-maniġment u jassisti fil-kumpilazzjoni tal-informazzjoni relatata ma' inizjattivi u proġetti tal-baġit;

v. Jassisti fil-kordinazzjoni ta' laqgħat u avvenimenti li jinvolvu partijiet interessati ta' diversi proġetti u inizjattivi meħuda;

vi. Jattendi laqgħat kif meħtieġ inkluż it-tqassim tal-aġendi, teħid tal-minuti tal-laqgħat u kwalunkwe rappurtar ieħor kif meħtieġ;

vii. Jassisti fil-bżonnijiet u l-ħtiġiet tal-akkwist tad-Dipartiment rispettiv;

viii. Jikkordina u jesegwixxi kuljum xogħol amministrattiv li jinkludi il-ġbir ta' informazzjoni minn terzi persuni kif meħtieġ;

ix. Jirrappreżenta lid-Dipartiment fi proċeduri tal-Qrati;

x. Ikun responsabbli mill-iżvilupp, maniġġjar u tlestija ta' xogħlijiet speċifiċi, proġetti u inizjattivi;

xi. Jassisti fil-kumpilazzjoni ta' rapporti ta' kull xahar li jikkonċernaw l-implimentazzjoni tal-proġetti u jiżgura li jkunu konformi mal-iskedi stabbiliti;

xii. Iżomm dokumentazzjoni u informazzjoni xierqa fir-rigward ta' programmi u inizjattivi fi ħdan id-Dipartiment u jiżgura li d-data tkun miżmuma b'mod sigur;

xiii. Jipprovdi pariri u rakkomandazzjonijiet dwar it-titjib u s-simplifikazzjoni tal-proċessi tax-xogħol;

xiv. Jidentifika, regolarment, kwalunkwe problemi li jeħtieġu l-attenzjoni tas-superjur dirett tiegħu/tagħha jew tad-Direttur;

xv. Jagħmel kwalunkwe xogħol ieħor li s-superjur jista' jiddelega lilu/ha, kif jkun meħtieġ;

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

iv. Carries out research as directed by management and assists in the compilation of information related to budget initiatives and projects;

v. Assists in the coordination of meetings and events involving stakeholders of various projects and initiatives taken;

vi. Attends meetings as required including the dissemination of agendas, recording minutes of meetings and any other reporting functions;

vii. Assists in the procurement needs and requirements of the respective Department;

viii. Co-ordinates and executes daily administrative tasks including the gathering of information from various third parties as may be required;

ix. Represents the Department in Court proceedings;

x. Responsible for the development, management and completion of specific tasks, projects and initiatives;

xi. Assists in the compilation of monthly reports related to the implementation of projects and ensures that they are in line with set schedules;

xii. Maintains proper documentation and information in relation to programmes and initiatives within the Department and ensures that data is stored in a secure manner;

xiii. Provides advice and recommendations on the improvement and simplification of work processes;

xiv. Identifies, on an ongoing basis, any issues which merit the attention of his/her direct superior and/or the Director;

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

ii. kapaċi jikkomunikaw bil-lingwa Maltija u Ingliża;

U

iii. ikollhom degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fil-Business Management jew Business Administration jew Economics jew Banking and Finance jew Accountancy jew Psychology jew Sociology jew Public Policy jew Public Management jew Management, jew ikollhom kwalifika professjonali rikonoxxuta komparabbli fil-livell 6 tal-MQF f'Accountancy, jew f'oqsma rilevanti kif determinat mill-maniġement.

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

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

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

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

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

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

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

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Business Management or Business Administration or Economics or Banking and Finance or Accountancy or Psychology or Sociology or Public Policy or Public Management or Management, or a recognised comparable professional qualification at MQF Level 6 in Accountancy, or in a relevant area determined by the 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.

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/ECVETS, jew ekwivalenti, u laħqu l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għall-applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3 Kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1(iii) 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.

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

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

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

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

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

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-Direttorat għas-Servizzi Korporativi, 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 it-Tnejn, 24 ta' Marzu, 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;

Selection Procedures

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

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.3, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Corporate Services Directorate, Ministry for Finance, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Monday, 24th March, 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;

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-diżpożizzjonijet 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).

Is-7 ta' Marzu, 2025

MINISTERU GĦALL-AMBJENT, L-ENERĠIJA U L-INDAFA PUBBLIKA

Post ta' Graduate Architect and Civil Engineer/Junior Architect and Civil Engineer/Architect and Civil Engineer fil-Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika

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

1. Id-Direttur Ġenerali għall-Operat, f'isem is-Segretarju Permanenti, Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika, jilqa' applikazzjonijiet għall-post ta' Graduate Architect and Civil Engineer/Junior Architect and Civil Engineer/Architect and Civil Engineer fil-Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika.

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Graduate Architect and Civil Engineer 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' €28,017.00.

2.3 Persuna fil-grad ta' Graduate Architect and Civil Engineer tiġi promossa għall-grad ta' Junior Architect and Civil Engineer fi Skala ta' Salarju 9 (€27,145.02 x €447.33 - €29,829.00 fis-sena 2025) wara li tkun kisbet il-warrant biex jipprattika l-professjoni ta' Architect and Civil Engineer u jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna magħżula li jkollha il-warrant biex tipprattika l-professjoni ta' Architect and Civil Engineer tinħatar Junior Architect and Civil Engineer fi Skala ta' Salarju 9 (€27,145.02 x €447.33 - €29,829.00 fis-sena 2025), filwaqt li jekk il-persuna magħżula jkollha mill-inqas tliet (3) snin prattika professjonali wara li tkun kisbet il-warrant tinħatar

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).

7th March, 2025

MINISTRY FOR THE ENVIRONMENT, ENERGY AND PUBLIC CLEANLINESS

Post of Graduate Architect and Civil Engineer/Junior Architect and Civil Engineer/Architect and Civil Engineer in the Ministry for the Environment, Energy and Public Cleanliness

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (Operations) on behalf of the Permanent Secretary, Ministry for the Environment, Energy and Public Cleanliness, invites applications for the post of Graduate Architect and Civil Engineer/Junior Architect and Civil Engineer/Architect and Civil Engineer in the Ministry for the Environment, Energy and Public Cleanliness.

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 Graduate Architect and Civil Engineer is Salary Scale 10, which in the year 2025 is equivalent to, €25,570.98 per annum, rising by annual increments of €407.67 up to a maximum of €28,017.00.

2.3 A Graduate Architect and Civil Engineer will be promoted to the grade of Junior Architect and Civil Engineer in Scale 9 (€27,145.02 x €447.33 - €29,829.00 in 2025) upon having successfully obtained their professional warrant to practice as Architect and Civil Engineer and subject to satisfactory performance.

2.4 A selected applicant in possession of a warrant to practice as Architect and Civil Engineer will be appointed as Junior Architect and Civil Engineer in Salary Scale 9 (€27,145.02 x €447.33 - €29,829.00 in 2025), provided that a new entrant into the class with at least three (3) years professional practice after obtaining warrant will enter

mill-ewwel Architect and Civil Engineer fi skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713.00 fis-sena 2025).

2.5 Persuna fil grad ta' Junior Architect and Civil Engineer li tkun ikkonfermata fil-grad tiġi promossa għall-grad ta' Architect and Civil Engineer fi Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713.00 fis-sena 2025) wara sentejn (2) servizz fil-grad jew mal-kisba ta' tliet (3) snin prattika professjonali wara li tkun kisbet il-warrant, liema minnhom ikun qabel u jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Persuna fil-grad ta' Architect and Civil Engineer fi Skala ta' Salarju 8, li jkollha erba' (4) snin servizz fi Skala 8, jew sentejn (2) servizz fi Skala 8 jekk tkun fil-pussess ta kwalifika approvata ta' wara il-gradwazzjoni, titla' għall Skala ta' Salarju 7 (€30,506.98 x €531.17 - €33,694.00 fis-sena 2025) jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.7 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.

2.8 Il-persuna maħtura titħalla tipprattka l-professjoni b'xogħol privat sakemm:

a) Dan jitwettaq strettament barra l-ħinijiet uffiċjali tax-xogħol;

U

b) Dan ma jinterferix jew ma jikkonfliġġix mad-dmirijiet uffiċjali jew mal-esiġenzi tas-servizz. F'dan ir-rigward ilpersuna maħtura għandha tiżgura li qed topera skont il-Kodiċi tal-Etika u ta' Sezzjoni 6.2.3 tal-PSMC, u li ma twettaq l-ebda tip ta' xogħol barra mill-impieg tagħha mal-Gvern li jista' jmur kontra l-interessi tal-Gvern u/jew li jista' jwassal għal kunflitt ta' interess jew tfixkil fil-qadi tad-dmirijiet uffiċjali tagħha mal-Gvern. Xogħol privat għandu dejjem ikun bil-permess tas-Segretarju Permanenti.

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

directly as Architect and Civil Engineer in Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025).

2.5 A Junior Architect and Civil Engineer who is confirmed in the grade will be promoted to the grade of Architect and Civil Engineering in Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025) on completion of two (2) years' service in the grade or on the attainment of three (3) years professional practice after obtaining warrant, whichever is the earlier and subject to satisfactory performance.

2.6 An Architect and Civil Engineer in Salary Scale 8, with at least four (4) years service in Salary Scale 8 or two (2) years' service in Salary Scale 8 if in possession of an approved postgraduate qualification shall progress to Salary Scale 7 (€30,506.98 x €531.17 - €33,694.00 in 2025) subject to satisfactory performance.

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

2.8 The appointee will be allowed to undertake private practice of this profession provided that:

a) It is carried out strictly outside official hours of work;

And

b) It does not interfere or conflict with his official duties or with the exigencies of the service. In this regard the appointee must ensure that he operates within the framework of the Code of Ethics and of Section 6.2.3 of the PSMC and will not carry any form of work outside of Government employment which may be against the interest of Government and/or which may lead to a conflict of interest or interfere with the performance of his official duties with the Government. Private work invariably necessitates the permission of the Permanent Secretary.

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

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' Graduate Architect and Civil Engineer/Junior Architect and Civil Engineer/Architect and Civil Engineer huma:

i. Iħejji disinji f'wieħed jew iżjed minn dawn l-oqsma: arkitettura, landscaping, inġinerija strutturali u inġinerija ċivili;

ii. Iħejji pjanti bi programmi CAD u jissorvelja xogħlijiet ta' tpinġija;

iii. Iħejji applikazzjonijiet tal-Awtorità tal-Ippjanar;

iv. Iħejji disinji dettaljati, speċifikazzjonijiet u dokumenti tal-offerta, kif ukoll evalwazzjonijiet tal-offerti fejn meħtieġ;

v. Jikkordina ma' land surveyors, draughts persons u inġiniera biex jiġu ddisinjati proġetti olistiċi;

vi. Jikkordina u jipprovdi għajnuna fl-immaniġġjar tal-proġett fuq xogħlijiet varji;

vii. Jagħmel superviżjoni ta' xogħlijiet ta' kostruzzjoni u ta' inġinerija ċivili mwettqa kemm mill-ħaddiema tad-dipartimenti tal-Gvern u kemm minn kuntratturi privati;

viii. Jipparteċipa f'riċerka u attivitajiet li għandhom l-għan li jgħollu l-livelli tekniċi u jibqa' aġġornat ma' żviluppi fil-leġiżlazzjoni, standards u kodiċi ta' prattika;

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

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 Graduate Architect and Civil Engineer/Junior Architect and Civil Engineer/Architect and Civil Engineer include:

i. Prepares designs in one or more of the following fields: architecture, landscaping, structural engineering and civil engineering;

ii. Prepares drawings using CAD programmes and supervises drafting works;

iii. Prepares Planning Authority applications;

iv. Prepares detailed designs, specifications and tender documents, as well as tender evaluations where necessary;

v. Co-ordinates with land surveyors, draughtspersons and engineers to design holistic projects;

vi. Co-ordinates and provides project management support on various ongoing works;

vii. Carries out site supervision of construction and civil engineering works carried out both by Government departments and private contractors;

viii. Participates in research and other activities aimed at upgrading techniques, and keeping abreast of developments in legislation, standards, and codes of practice;

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

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

xi. Kwalunkwe dmir ieħor hekk kif ordat 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 mil Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

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

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment

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

(ii) kapaċi jikkomunikaw bil-lingwa Maltija kif ukoll dik Ingliża;

(iii) fil-pussess ta' degree ta' Baċellerat rikonoxxuta f'livell tal-MQF 6 (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fl-Architecture and Civil Engineering, jew kwalifika professjonali kumparabbli, li fiż-żmien rilevanti tkun rikonoxxuta mill-Periti Warranting Board li tkun sodisfaċenti għall-għoti ta' warrant ta' Perit kif regolat mill-proviżjoni f'Kapitolu 390 mill-Att XIV tal1996 (Periti Act) fil-Kodiċi Ċivili.

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

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

4.2 (i) Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 jew kif indikat f'paragrafu 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar faża tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika f i 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 għal applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

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

(ii) able to communicate in the Maltese and English languages;

(iii) in possession of a recognised Bachelor's Degree at MQF level 6 in Architecture and Civil Engineering (subject to minimum of 180 ECTS/ECVET or equivalent*), or a comparable professional qualification, which at the relevant time is recognised by the Periti Warranting Board to be satisfactory for the granting of a warrant of Perit as regulated by the provisions of Chapter 390 from Act XIV of 1996 (Periti Act) in the Civil Code.

*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) 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 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.

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

Sottomissjoni ta' Dokumentazzjoni

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

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

Proċeduri tal-Għażla

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

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur Ġenerali għall-Operat, Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika, permezz

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

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

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

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

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

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

Submission of Supporting Documents

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

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

Selection Procedures

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

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director General (Operations), Ministry for the Environment, Energy and Public Cleanliness, through

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 it-Tnejn, 24 ta' Marzu, 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 mid-Direttorat għas-Servizzi Korporattivi (Attn: Assistent Direttur, Riżorsi Umani), Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika, 6, Triq Ħal Qormi, Santa Venera, SVR 1302. Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

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

Is-7 ta' Marzu, 2025

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 Monday, 24th March, 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 Corporate Services Directorate (Attn: Assistant Director, Human Resources), Ministry for the Environment, Energy and Public Cleanliness, 6, Ħal Qormi, Santa Venera, SVR 1302. These general provisions are to be regarded as an integral part of this call for applications.

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

7th March, 2025

MINISTERU GĦALL-AMBJENT, L-ENERĠIJA U L-INDAFA PUBBLIKA

Post ta' Manager I fil-Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika

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

1. Id-Direttur Ġenerali għall-Operat, f'isem is-Segretarju Permanenti, Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika, jilqa' applikazzjonijiet għall-post ta' Manager I fil-Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika.

Termini u Kundizzjonijiet

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

2.2 Waqt il-perjodu ta' probation/prova, dawk appuntati jridu jkunu temmew b'suċċess kors ta' induzzjoni offrut 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.

MINISTRY FOR THE ENVIRONMENT, ENERGY AND PUBLIC CLEANLINESS

Post of Manager I in the Ministry for the Environment, Energy and Public Cleanliness

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (Operations) on behalf of the Permanent Secretary, Ministry for the Environment, Energy and Public Cleanliness, invites applications for the post of Manager I in the Ministry for the Environment, Energy and Public Cleanliness.

Terms and Conditions

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

2.2 During the probationary/trial period, appointees must successfully complete appropriate induction programmes 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 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)).

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:

i. Jassisti lill-kap tad-dipartiment b'mod partikolari fejn jirrigwardja l-qasam tal-komunikazzjoni, il-kampanji edukattivi u l-attivitajiet;

ii. Iżomm ruħu aġġornat billi jsegwi l-ħidma tal-Ministeru u jagħmel riċerka dwar it-temi ewlenin tal-portafoll;

iii. Jiżgura li l-kalendarju tal-attivitajiet jiġi implimentat b'kordinazzjoni sħiħa mat-taqsimiet tad-Dipartiment u l-Ministeru;

iv. Jagħmel rakkomandazzjonijiet dwar attivitajiet edukattivi u kampanji ta' informazzjoni relatati mal-ħidma tal-Ministeru/Dipartiment;

v. Jiżgura l-kordinazzjoni tal-loġistika tal-attivitajiet u kwalunkwe rekwiżit ieħor relatat ma' konferenzi u kampanji ta' informazzjoni;

vi. Iwettaq xogħol relatat mal-branding u l-promozzjoni;

vii. Jirrappreżenta lill-Ministeru f'konferenzi tal-aħbarijiet, f'attivitajiet u/jew fi programmi/xandiriet oħra fuq il-mezzi tal-komunikazzjoni;

viii. Jidentifika sorsi ta' finanzjament alternattiv u jikseb l-approvazzjonijiet meħtieġa sabiex jimmaterjalizzaw opportunitajiet bħal dawn;

ix. Jattendi laqgħat u jikkonsulta ma' partijiet interessati oħra, inklużi entitajiet pubbliċi u privati u għaqdiet volontarji, kif u meta meħtieġ;

x. Jaġġorna r-rekords tal-operat tiegħu u jissottometti rapporti kif u meta meħtieġ;

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 ordat 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

Duties

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

i. Assists the head of department in particular as regards the area of communication, development campaigns and activities;

ii. Keeping up to date by following the work of the Ministry and researches the salient themes of the portfolio;

iii. Ensures that the calendar of activities is implemented in accordance with the sections of the Department and the Ministry;

iv. Make recommendations on educational projects and campaigns related to the work of the Ministry/Department;

v. Ensures the coordination of the logistics of activities and any other knowledge related to conferences and information campaigns;

vi. Performs branding and promotion;

vii. Represents the Ministry in news conferences, activities and/or other program/broadcasts on the media;

viii. Identifies alternative sources of financing and obtains the necessary approvals to materialise such opportunities;

ix. Attends meetings and consults with other stakeholders, including public and private entities and voluntary organisations, as and when required;

x. Updates its records and submit reports as and when required;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ii. kapaċi jikkomunikaw bil-lingwa Maltija kif ukoll bil-lingwa Ingliża;

ii. able to communicate 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-Marketing jew Communications jew Public Administration jew Public Policy jew Management 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 Marketing or Communications or Public Administration or Public Policy or Management or in relevant area determined by the 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.

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

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

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

4.3 Kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1(iii) jew kif indikat f'paragrafu 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika 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).

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

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

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

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities, as applicable, as 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 Ġenerali għall-Operat, Ministeru għall-Ambjent, l-Enerġija u l-Indafa Pubblika, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 24 ta' Marzu, 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;

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 General (Operations), Ministry for the Environment, Energy and Public Cleanliness, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Monday, 24th March, 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;

eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Direttorat għas-Servizzi Korporattivi (Attn: Assistent Direttur, Riżorsi Umani), Ministeru għall-Ambjent, Enerġija u l-Indafa Pubblika, 6, Triq Ħal Qormi, Santa Venera SVR 1302. Dawn id-diżpożizzjonijet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

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

Is-7 ta' Marzu, 2025

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

Post ta' Graduate Engineer (Electrical)/Junior Engineer (Electrical)/Engineer (Electrical) fil-Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi

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

1. Id-Direttur Ġenerali (Strateġija u Sapport), Ministeru għat-Trasport, l-Infrastruttura u x-Xogħlijiet Pubbliċi, jilqa' applikazzjonijiet għall-post ta' Graduate Engineer (Electrical)/Junior Engineer (Electrical)/Engineer (Electrical) 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' tnax-il (12) xahar.

2.2 Is-salarju għall-post ta' Graduate Engineer (Electrical) 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.

2.3 Persuna fil-grad ta' Graduate Engineer (Electrical) tiġi promossa għall-grad ta' Junior Engineer (Electrical) fi Skala ta' Salarju 9 (€27,145.02 x €447.33 - €29,829 fis-sena 2025) wara li tkun kisbet il-Warrant biex jipprattika l-Professjoni ta' Engineer (Electrical) u jekk tkun qdiet dmirha b'mod sodisfaċenti.

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 (Attn: Assistant Director, Human Resources), Ministry for the Environment, Energy and Public Cleanliness, 6, Ħal Qormi, Santa Venera SVR 1302. These general provisions are to be regarded as an integral part of this call for applications.

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

7th March, 2025

MINISTRY FOR TRANSPORT,
INFRASTRUCTURE AND
PUBLIC WORKS

Post of Graduate Engineer (Electrical)/Junior Engineer (Electrical)/Engineer (Electrical) in the Ministry for Transport, Infrastructure and Public Works

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (Strategy and Support), Ministry for Transport, Infrastructure and Public Works, invites applications for the post of Graduate Engineer (Electrical)/Junior Engineer (Electrical)/Engineer (Electrical) in the Ministry for Transport, Infrastructure and Public Works.

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 Graduate Engineer (Electrical) is Salary Scale 10, which in the year 2025 is equivalent to, €25,570.98 per annum, rising by annual increments of €407.67 up to a maximum of €28,017.

2.3 A Graduate Engineer (Electrical) will be promoted to the grade of Junior Engineer (Electrical) in Scale 9 (€27,145.02 x €447.33 - €29,829 in the year 2025) upon having successfully obtained their Professional Warrant to practice as Engineer (Electrical) and subject to satisfactory performance.

2.4 Persuna magħżula li jkollha l-warrant biex tipprattika l-professjoni ta' Engineer (Electrical) tinħatar Junior Engineer (Electrical) fi Skala ta' Salarju 9 (€27,145.02 x €447.33 - €29,829 fis-sena 2025), filwaqt li jekk il-persuna magħżula jkollha mill-inqas tliet (3) snin prattika professjonali wara li tkun kisbet il-warrant tinħatar mill-ewwel Engineer (Electrical) fi skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713 fis-sena 2025).

2.5 Persuna fil grad ta' Junior Engineer (Electrical) li tkun ikkonfermata fil-grad tiġi promossa għall-grad ta' Engineer (Electrical) fi Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713 fis-sena 2025) wara sentejn (2) servizz fil-grad jew mal-kisba ta' tliet (3) snin prattika professjonali wara li tkun kisbet il-warrant, liema minnhom ikun qabel u jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Persuna fil-grad ta' Engineer (Electrical) fi Skala ta' Salarju 8, li jkollha erba' (4) snin servizz fi Skala 8, jew sentejn (2) servizz fi Skala 8 jekk tkun fil-pussess ta kwalifika approvata ta' wara il-gradwazzjoni, titla' għal Skala ta' Salarju 7 (€30,506.98 x €531.17 - €33,694 fis-sena 2025) jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.7 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.

2.8 Il-persuna maħtura titħalla tipprattka l-professjoni b'xogħol privat sakemm:

a) Dan jitwettaq strettament barra l-ħinijiet uffiċjali tax-xogħol

U

b) Dan ma jinterferix jew ma jikkonfliġġix mad-dmirijiet uffiċjali jew mal-esiġenzi tas-servizz. F'dan ir-rigward il-persuna maħtura għandha tiżgura li qed topera skont il-Kodiċi tal-Etika u ta' Sezzjoni 6.2.3 tal-PSMC, u li ma twettaq l-ebda tip ta' xogħol barra mill-impieg tagħha mal-Gvern li jista' jmur kontra l-interessi tal-Gvern u/jew li jista' jwassal għal kunflitt ta' interess jew tfixkil fil-qadi tad-dmirijiet uffiċjali tagħha mal-Gvern. Xogħol privat għandu dejjem ikun bil-permess tas-Segretarju Permanenti.

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.

2.4 A selected applicant in possession of a warrant to practice as Engineer (Electrical) will be appointed as Junior Engineer (Electrical) in Salary Scale 9 (€27,145.02 x €447.33 - €29,829 in 2025), provided that a new entrant into the class with at least three (3) years professional practice after obtaining warrant will enter directly as Engineer (Electrical) in Salary Scale 8 (€28,792.02 x €486.83 - €31,713 in 2025).

2.5 A Junior Engineer (Electrical) who is confirmed in the grade will be promoted to the grade of Engineer (Electrical) in Salary Scale 8 (€28,792.02 x €486.83 - €31,713 in 2025) on completion of two (2) years' service in the grade or on the attainment of three (3) years professional practice after obtaining warrant, whichever is the earlier and subject to satisfactory performance.

2.6 An Engineer (Electrical) in Salary Scale 8, with at least four (4) years service in Salary Scale 8 or two (2) years' service in Salary Scale 8 if in possession of an approved postgraduate qualification shall progress to Salary Scale 7 (€30,506.98 x €531.17 - €33,694 in 2025) subject to satisfactory performance.

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

2.8 The appointee will be allowed to undertake private practice of this profession provided that:

a) It is carried out strictly outside official hours of work;

And

b) It does not interfere or conflict with his official duties or with the exigencies of the service. In this regard the appointee must ensure that he operates within the framework of the Code of Ethics and of Section 6.2.3 of the PSMC and will not carry any form of work outside of Government employment which may be against the interest of Government and/or which may lead to a conflict of interest or interfere with the performance of his official duties with the Government. Private work invariably necessitates the permission of the Permanent Secretary.

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

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

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' Graduate Engineer (Electrical)/Junior Engineer (Electrical)/Engineer (Electrical) huma:

i Jinterpreta disinji arkitettoniċi/ta' inġinerija u briefs dwar id-disinn tal-proġett;

ii Ifassal rekwiżiti għal servizzi elettriċi u sistemi ta' vultaġġ baxx ħafna, u jipprepara speċifikazzjonijiet dettaljati u dokumentazzjoni oħra għall-pubblikazzjoni ta' sejħiet għal xiri ta' provvisti u/jew xogħlijiet f'konformità mar-Regolamenti Finanzjarji tal-Gvern;

iii Jagħmel kalkulazzjonijiet tad-disinn, jittestja u jsib minn fejn oriġinat il-ħsara, jattendi laqgħat u jwettaq spezzjonijiet fuq il-post biex jevalwa l-progress, isolvi kwistjonijiet u jikkontrolla l-kwalità waqt id-disinn u l-implimentazzjoni tal-proġett;

iv Jikteb rapporti tekniċi, bills of quantities, stimi tal-ispejjeż, programmi ta' xogħol u skedi ta' manutenzjoni, u jpinġi disinji elettriċi f'format elettroniku bl-użu tal-programm CAD provdut mid-Dipartiment;

v Jiddisinja u jimplimenta miżuri ambjentali u inizjattivi ta' enerġija effiċjenti fil-proġetti kollha f'konformità mal-aħħar direttivi u politiki lokali u tal-UE, u jipprovdi analiżi tal-ispejjeż u l-benefiċċju bl-użu ta' programmi u għodda provduti mid-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.

The 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 Graduate Engineer (Electrical)/Junior Engineer (Electrical)/Engineer (Electrical) include:

i Interprets architectural/engineering drawings and project design briefs;

ii Draws up requirements for electrical services and extra low voltage systems, and prepares detailed specifications and other documentation for publication of calls for the procurement of supplies and/or works in line with Government Financial Regulations;

iii Carries out design calculations, testing and fault-finding, and attends meetings and conducts site visits to monitor progress, resolve issues and control quality during project design and implementation;

iv Compiles technical reports, bills of quantities, cost estimates, work programmes and maintenance schedules, and drafts electrical drawings in electronic format using the CAD software provided by the Department;

v Designs and implements green measures, energy efficient initiatives in all projects in line with the latest EU and local Directives and Policies, and provides cost-benefit analysis using software and tools provided by the Department;

vi Jikkollabora mal-klijenti, fornituri tas-servizz u professjonisti oħra f'kull stadju tad-disinn u l-implimentazzjoni tal-proġett; u jiggwida, jissorvelja u jikkollabora mal-istaff tekniku, kuntratturi u konsulenti biex jiżgura disinn u implimentazzjoni xierqa tal-proġetti;

vii Jikkontribwixxi biex itejjeb is-sigurtà, itejjeb l-effiċjenza u l-kwalità tal-operat, jikkontrolla n-nefqa u l-protezzjoni tal-ambjent; u jiddisinja u jimplimenta proġetti ta' enerġija li tiġġedded u jipprovdi fattibilità għal kull wieħed;

viii Jikteb Rapporti tal-Inġinier fuq is-Sikurezza Kontra n-Nirien, Dawl u Ħsejjes kif mitlub mid-Dipartiment u/jew l-Awtorità tal-Ippjanar;

ix Jipparteċipa f'Kumitati għall-Evalwazzjoni tal-Offerti;

x Iżomm ruħu aġġornat mal-aħħar teknoloġija fis-suq biex jiddisinja sistemi għal Binjiet Smart bl-applikazzjoni ta' Building Management Systems, Automation, u sistemi ta' IoT u IP;

xi Jissorvelja standards tad-disinn, jiżgura l-applikazzjoni tagħhom u jirrevedi l-adegwatezza tagħhom fil-prattika, u jżomm ruħu aġġornat mal-aħħar żviluppi, politiki u regolamenti biex jiżgura konformità;

xii Jattendi seminars u sezzjonijiet ta' taħriġ/korsijiet kif u meta mitlub mid-Dipartiment;

xiii Iwettaq kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/lilha kif jista' jkun meħtieġ;

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

vi Liaises with clients, service providers and other professionals at all stages of project design and implementation, and guides, supervises and liaises with technical staff, contractors and consultants to ensure proper design and implementation of projects;

vii Contributes to enhancing safety, improve operational efficiency and quality, control costs and the protection of the environment; designs and implements renewable energy projects and provides feasibility for each;

viii Draws up Engineer's Fire Safety, Lighting and Noise Reports as required by the Department and/or the Planning Authority;

ix Participates in Tender Evaluation Committees;

x Keeps up to date with the latest technology available on the market to design systems for Smart Buildings with the application of Building Management Systems, Automation, IoT and IP systems;

xi Monitors design standards, ensures their application and reviews their suitability in practice, and keeps up to date with the latest Standards, Policies and Regulations to ensure compliance;

xii Attends seminars and training sessions/courses as and when required by the Department;

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

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

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

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

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

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

ii. kapaċi jikkomunikaw bil-Malti u l-Ingliż;

ii. able to communicate in Maltese and English;

iii. fil-pussess ta' degree ta' Baċellerat rikonoxxuta f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti*) fl-Inġinerija Elettrika jew kwalifika professjonali kumparabbli, li fiż-żmien rilevanti, tkun rikonoxxuta mill-Engineering Board għall-għoti tal-Warrant tal-Inġinerija kif irregolat mill-provizzjoni f'Kapitolu 321 tal-Att VII ta 1988 (Engineering Profession Act) fil-Kodiċi Ċivili.

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 Electrical Engineering or a comparable professional qualification, which at the relevant time, is recognised by the Engineering Board for the granting of a Warrant of Engineer as regulated by the provisions of Chapter 321 from Act VII of 1988 (Engineering Profession Act) in the Civil Code.

*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 a MQRIC formal recognition statement being submitted with the application.

Uffiċjali pubbliċi li japplikaw għal dan il-post iridu jkunu kkonfermati fil-ħatra attwali tagħhom, sakemm il-ħatra attwali ma tkunx fi klassi/linja ta' karriera differenti jew f'pożizzjoni definita, iżda jistgħu japplikaw għal

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

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 f i 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 għal applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjoniji applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

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

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

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw

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 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

is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

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

Sottomissjoni ta' Dokumentazzjoni

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

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

Proċeduri tal-Għażla

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

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni 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 it-Tnejn, 24 ta' Marzu, 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.

purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

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

Submission of Supporting Documents

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

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

Selection Procedures

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

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Recruitment Section, People Management Directorate, 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 Monday, 24th March, 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-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).

Is-7 ta' Marzu, 2025

MINISTERU GĦALL-INTERN, IS-SIGURTÀ U X-XOGĦOL

Post ta' Junior Legal Officer fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol

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

1. Is-Segretarju Permanenti, Ministeru għall-Intern, is-Sigurtà u x-Xogħol, tilqa' applikazzjonijiet għall-post ta' Junior Legal Officer fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol.

Termini u Kundizzjonijiet

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

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, 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 and email address of the receiving Directorate are (https://infrastructure.gov.mt/) and (recruitment1.mtip@gov.mt).

7th March, 2025

MINISTRY OF HOME AFFAIRS, SECURITY AND EMPLOYMENT

Post of Junior Legal Officer 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 Junior Legal Officer in the Ministry for Home Affairs, Security and Employment.

Terms and Conditions

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

2.2 Is-salarju ta' Junior Legal Officer huwa ta' Skala ta' Salarju 9, li fis-sena 2025 huwa ta' €27,145.02 fis-sena, li jiżdied b'€447.33 fis-sena sa massimu ta' €29,829.00.

2.3 Persuna fil-grad ta' Junior Legal Officer tiġi promossa għall-grad ta' Legal Officer fi Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713.00) wara sentejn (2) servizz fil-grad ta' Junior Legal Officer, dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti u sakemm ikollha minn tal-inqas tliet (3) snin ta' prattika legali ppruvata wara li tkun kisbet il-warrant ta' avukat.

2.4 Persuna fil-grad ta' Legal Officer tiġi promossa għall-grad ta' Legal Officer fi Skala 7 (€30,506.98 x €531.17 - €33,694.00) wara sitt (6) snin servizz fil-grad ta' Legal Officer fi Skala ta' Salarju 8, dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.5 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.

2.6 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' Junior Legal Officer huma:

2.2 The salary for the post of Junior Legal Officer is Salary Scale 9, which in the year 2025 is equivalent to, €27,145.02 per annum, rising by annual increments of €447.33 up to a maximum of €29,829.00.

2.3 A Junior Legal Officer will be promoted to the grade of Legal Officer in Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00) on completion of two (2) years service in the grade of Junior Legal Officer, subject to satisfactory performance and provided that the person has been practicing for at least three (3) proven years after obtaining the warrant of lawyer.

2.4 A Legal Officer will progress to the grade of Legal Officer in Salary Scale 7 (€30,506.98 x €531.17 - €33,694.00) on completion of six (6) years service in the grade of Legal Officer in Scale 8, subject to satisfactory performance.

2.5 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.

2.6 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 Junior Legal Officer include:

i. Jipparteċipa bħala membru tat-Tim Legali fi ħdan it-Taqsima tal-Politika u Affarijiet Legali fid-Direttorat tal-Politika, Implimentazzjoni tal-Programmi u Affarijiet Legali.

ii. Jassisti fl-abbozzar ta' atti ġodda u leġiżlazzjoni sussidjarja, jew jemenda dawk eżistenti;

iii. Jassisti fl-abbozzar ta' Impact Assessment frameworks (IAFs) u Cabinet Memos, u l-monitoraġġ ta' diskussjonijiet fil-Kabinett u l-Parlament.

iv. Jikkordina mal-Uffiċċju tal-Avukat tal-Istat u tal-Avukat Ġenerali, kif meħtieġ;

v. Jassisti fl-abbozzar u r-reviżjoni ta' kuntratti, Memoranda ta' Ftehim u ftehimiet oħra, kif meħtieġ;

vi. Jassisti fil-formulazzjoni u l-armonizzazzjoni tal-acquis tal-UE fil-Leġiżlazzjoni Maltija, iż-żamma tal-iskadenzi, u l-indirizzar ta' ksur taħt il-mandat tal-Ministeru;

vii. Jassisti fir-reviżjoni regolari tal-leġiżlazzjoni eżistenti fil-kompetenza tal-Ministeru biex jiżgura ċ-ċarezza, il-fehim u l-istatus aġġornat;

viii. Jissorvelja dossiers legali u jikkordina l-abbozzar tal-pożizzjoni tal-Ministeru;

ix. Iwettaq kwalunkwe xogħol legali ieħor li jaqa' taħt il-kompetenza tal-Ministeru;

x. Jipparteċipa f'laqgħat, f'Malta, online jew barra minn Malta, relatati ma' dawk l-oqsma ta' responsabbiltà, kif meħtieġ;

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

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

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

i. Participating as a member of the Legal Affairs Team within the Policy and Legal Affairs Section of the Policy, Programme Implementation and Legal Affairs Directorate;

ii. Assisting in drafting new Acts and Subsidiary Legislation, or amending existing ones;

iii. Assisting in the drafting of Impact Assessment Frameworks (IAFs) and Cabinet Memos, and monitoring discussions in Cabinet and Parliament;

iv. Liaising with the Office of the State Advocate and of the Attorney General, as required;

v. Assisting in the drafting and reviewing of contracts, Memoranda of Understanding and other agreements, as necessary;

vi. Assisting in the formulation and harmonisation of EU acquis into Maltese Legislation, adhering to deadlines, and addressing infringements under the Ministry's remit;

vii. Assisting in regularly reviewing existing legislation within the Ministry's remit to ensure clarity, understandability and up to date status;

viii. Overseeing legal dossiers and coordinating the drafting of the Ministry's position;

ix. Carrying out any other legal work falling under the remit of the Ministry;

x. Participating in meetings, in Malta, online or abroad, related to those areas of responsibility, as necessary;

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

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

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 mil Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

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

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

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

iii. huma fil-pussess tal-warrant biex jipprattikaw il-professjoni ta' avukat f'Malta.

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

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

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

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

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

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

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

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

iii. in possession of the warrant to practice the profession of advocate in Malta.

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

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 f i 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 għal applikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC fir-rigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

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

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

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.

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

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

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

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

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

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

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 tat-Taqsima 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 it-Tnejn, 24 ta' Marzu, 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;

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 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 Monday, 24th March, 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;

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonijiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mit-Taqsima Riżorsi Umani, Ministeru għall-Intern, is-Sigurtà u x-Xogħol, 201, Triq id-Dejqa, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tal-Ministeru huma (www.homeaffairs.gov.mt) u (recruitment.mhse@gov.mt).

Is-7 ta' Marzu, 2025

MINISTERU GĦALL-INTERN, IS-SIGURTÀ U X-XOGĦOL

Post ta' Manager II (Riżorsi Umani) fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol

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

1. Is-Segretarju Permanenti, Ministeru għall-Intern, is-Sigurtà u x-Xogħol, jilqa' applikazzjonijiet għall-post ta' Manager II (Riżorsi Umani), fid-Dipartiment tal-Pulizija, fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol.

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Manager II (Riżorsi Umani) 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.

submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the Human Resources Section, Ministry for Home Affairs, Security and Employment, 201,Triq id-Dejqa, Vallett. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Ministry are (www.homeaffairs.gov.mt) and (recruitment.mhse@gov.mt).

7th March, 2025

MINISTRY FOR HOME AFFAIRS, SECURITY AND EMPLOYMENT

Post of Manager II (Human Resources) in the Ministry for Home Affairs, Security and Employment

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry forHome Affairs, Security and Employment, invites applications for the post of Manager II (Human Resources), in the Police Department, within the Ministry for Home Affairs, Security and Employment.

Terms and Conditions

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

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

2.3 The salary for the post of Manager II (Human Resources) 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 Persuna fil-grad ta' Manager II fi Skala ta' Salarju 7 li ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) titla' fi Skala ta' Salarju 6 (€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 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 Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi l-imsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor fil-qasam tar-Riżorsi Umani, skont il-postijiet vakanti stabbiliti.

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

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.

2.4 A Manager II in Salary Scale 7 who are in a possession of a recognised Master's Degree at MQF level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) will progress to Salary Scale 6 (€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 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 It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred at their own request to carry out duties elsewhere in Human Resources, accordance with established vacancies.

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

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

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

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

Dmirijiet

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

i. Jassisti lid-direttur/l-assistent direttur/lill-maniġer superjuri bil-monitoraġġ tal-funzjonijiet delegati tal-policies, programmi u prattiki kollha tar-riżorsi umani biex jiżgura konformità mal-policies ċentrali mal-Ministeru;

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

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

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

v. Jassisti lill-maniġment superjuri fil-kordinazzjoni bejn l-istrateġija tar-Riżorsi Umani u l-business goals, jikkontribwixxi lejn l-analiżi tal-ħtiġiet ta' taħriġ u jappoġġja programmi ta' ġestjoni tal-bidla;

vi. Jimmaniġġja l-ġbir ta' data relatata mar-rekords tar-Riżorsi Umani tal-Ministeru billi juża s-sistemi standard

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 Manager II (Human Resources) include:

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

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

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

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

v. Supports Senior Management in the alignment between the HR strategy and business goals, contributes towards the training needs analysis and supports change management programmes;

vi. Manages the collations of data related to human resources records of the Ministry by utilising the standard

tad-Dakar HR Corporate Data System għad-dħul ta' data, mistoqsijiet u rappurtar;

vii. Isegwi mal-kapijiet tal-Ministeru biex jiżgura l-implimentazzjoni u l-konformità sħiħa tal-valutazzjonijiet ta' prestazzjoni u jieħu l-azzjoni meħtieġa biex jindirizza kull appraisal pendenti biex jiżgura li l-perjodi ta' żmien jiġu osservati strettament;

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

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

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

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

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

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

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

L-oġġettivi tal-pożizzjoni huma li jappoġġaw il-funzjonijiet kollha tal-immaniġjar tar-riżorsi umani, inkluż l-ippjanar tar-riżorsi umani, konformità tal-proċessi delegate u mmaniġġjar ta' ġestjoni tar-rekords/data/statistika aġġornati tal-impjegati li fuqhom jittieħdu d-deċiżjonijiet strateġiċ tar-riżorsi umani. Dan ir-rwol huwa kumplimentari għal dak ta' People Management.

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

Dakar HR Corporate data systems for data entry, enquiry and reporting;

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

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

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

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

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

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

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

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

The objectives of the position are to support all human resources management functions, including H.R. planning, compliance of delegated processes and the management of updated employee records/data/statistics upon which Strategic Human Resources Management decisions are taken. This role is complementary to that of People Management.

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

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

ii. ikunu proficjenti fil-lingwa Maltija u fil-lingwa Ingliża;

U

iii. ikollhom degree ta' Master's rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Work and Human Resources Management jew Training and Development jew Public Administration jew Public Management jew Corporate Governance and Leadership jew Leadership and

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

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

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

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

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

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

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

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

AND

iii. in possession of a recognised Master's degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credit or equivalent*) in Work and Human Resources Management or Training and Development or Public Administration or Public Management or Corporate Governance and Leadership or Leadership and Organisational Behaviour or

Organisational Behaviour jew Management and Leadership jew Strategy, Leadership and Change Management jew Industrial Relations and Workplace Learning jew Business Administration jew Evidence Based Management, 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*) fil-Work and Human Resources Management jew Training and Development jew Public Administration jew Public Management jew Corporate Governance and Leadership jew Leadership and Organisational Behaviour jew Management and Leadership jew Strategy, Leadership and Change Management jew Industrial Relations and Workplace Learning jew Business Administration jew Evidence Based Management, jew f'oqsma rilevanti kif determinat mill-maniġment u tmien (8) snin esperjenza sodisfaċenti.

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

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

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

(ii) Aktar minn hekk, kandidati li bħalissa qed isegwu programm ta' studju rikonoxxut f'livell tal-MQF ogħla minn dak mitlub hawn fuq jiġu kkunsidrati wkoll.

Management and Leadership or Strategy, Leadership and Change Management or Industrial Relations an Workplace Learning or Business Administration or Evidence Based Management, or in relevant areas a 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.

OR

iv. in possession of a recognised Bachelor's Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credit or equivalent*) in Work and Human Resources Management or Training and Development or Public Administration or Public Management or Corporate Governance and Leadership or Leadership and Organisational Behaviour or Management and Leadership or Strategy, Leadership and Change Management or Industrial Relations and Workplace Learning or Business Administration or Evidence Based Management, or in relevant areas as determined by management and eight (8) years satisfactory experience.

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

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

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

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates

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 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 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.

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, fid-Dipartiment

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 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 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.

Submission of Supporting Documentation

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

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

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 60%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.3, have proven relevant work experience.

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, in the Police Department,

tal-Pulizija, 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 it-Tnejn, 24 ta' Marzu, 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 tar-Riżorsi Umani, fid-Dipartiment tal-Pulizija. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Dipartiment huma (http://pulizija.gov.mt) u (http://hr.police@gov.mt).

Is-7 ta' Marzu, 2025

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 Monday, 24th March, 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 Section, in the 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 Section are (http://pulizija.gov.mt) and (http://hr.police@gov.mt).

7th March, 2025

MINISTERU GĦALL-INTERN, IS-SIGURTÀ U X-XOGĦOL

Post ta' Manager II fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol

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

1. Is-Segretarju Permanenti, Ministeru għall-Intern, is-Sigurtà u x-Xogħol, tilqa' applikazzjonijiet għall-post ta' Manager II fid-Direttorat għall-Protezzjoni tal-Infrastruttura kritika ta' Malta fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol.

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Manager II 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 ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) titla' fi Skala ta' Salarju 6 (€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.

MINISTRY FOR HOME AFFAIRS, SECURITY AND EMPLOYMENT

Post of Manager II in the Ministry for Home Affairs, Security and Employment

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Home Affairs, Security and Employment, invites applications for the post of Manager II within the Malta Critical Infrastructure Protection Directorate in the Ministry for Home Affairs, Security and Employment.

Terms and Conditions

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

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

2.3 The salary for the post of Manager II 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 a possession of a recognised Master's Degree at MQF level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) will progress to Salary Scale 6 (€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.

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

2.6 Il-persuni maħtura jkunu wkoll intitolati għal ħlas annwali marbut mal-prestazzjoni sa massimu ta' 15% tas-salarju bażiku tagħhom, 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 Mhux se jkun possibbli li jintalab trasferiment qabel perjodu ta' sentejn (2) mill-ħatra. Hekk kif jiskadi l-imsemmi perjodu ta' sentejn (2), dawk appuntati jistgħu jiġu biss trasferiti fuq talba tagħhom sabiex jaqdu dmirijiet xi mkien ieħor fil-qasam tal-ispeċjalizzazjoni skont il-postijiet vakanti stabbiliti.

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

2.9 Il-kandidati magħżula għandhom ikunu ta' kondotta xierqa għall-post/pożizzjoni li għalih saret l-applikazzjoni. Dawk li japplikaw minn barra s-Servizz Pubbliku għandhom jipproduċu ċertifikat tal-kondotta maħruġ mill-Uffiċċju tar-Rekords Kriminali jew awtorità kompetenti oħra mhux aktar minn sitt (6) xhur qabel id-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, li għandu jiġi sottomess mill-persuna magħżula fi żmien ġimgħa (1) mid-data tan-notifika tal-ħatra.

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

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)).

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

2.6 Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 15% of their basic salary, 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 It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred at their own request to carry out duties elsewhere, in accordance with established vacancies.

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

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

2.10 In terms of the requirements emanating from Directive 16, regarding the 'Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration', issued by the Principal Permanent Secretary on 27th November, 2023, and which came into force on 1st February, 2024, the selection board will assess candidates' previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a 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 huma:

i. Jipprovdi appoġġ tekniku espert lil Dipartiment għall-Ħarsien tal-Infrastruttura Kritika (ĦIK) biex tiġi żgurata l-konformità mad-direttivi NIS2 (UE 2022/2555) u/jew CER (UE 2022/2557) meta jiġu indirizzati inċidenti ċibernetiċi u miżuri ta' ġestjoni tar-riskji;

ii. Janalizza u jawdita l-politiki, il-konfigurazzjonijiet, u l-pjanijiet ta' sigurtà għall-operaturi ta' entitajiet kritiċi, essenzjali, u importanti biex tiġi żgurata l-konformità mad-direttivi NIS2 u/jew CER, b'enfasi fuq il-ġestjoni tar-riskji, ir-rappurtar ta' inċidenti, u l-obbligi ta' governanza;

iii. jikkonduċi audits (awditjar) iffokati fuq il-konformità ta' entitajiet kritiċi, essenzjali, u importanti, biex tiġi żgurata l-aderenza mar-rekwiżiti regolatorji tad-direttivi NIS2 u/jew CER u jiġu identifikati oqsma għall-immodernizzar;

iv. Iżomm ruħu aġġornat u jżomm għarfien dwar ir-regolamenti, u r-rekwiżiti ta' konformità applikabbli l-pjanijiet ta' sigurtà għall-operaturi, b'enfasi partikolari fuq id-direttivi NIS2 u/jew CER, biex jappoġġja l-awditjar u l-isforzi tal-ġestjoni tar-riskji;

v. Jipprepara rapporti komprensivi tal-awditjar fuq entitajiet kritiċi, essenzjali, u importanti, li jenfasizzaw is-sejbiet tekniċi u proċedurali relatati mal-konformità mad-direttivi NIS2 u/jew CER u jirrakkomandaw strateġiji jew soluzzjonijiet għar-rimedju;

vi. Jikkonduċi valutazzjonijiet tar-riskju u tal-vulnerabbiltà fuq l-oqsma ta' fokus teknoloġiku ta' entitajiet kritiċi, essenzjali, u importanti, bħal ambjenti tal-kompjuters, networks, infrastruttura, u applikazzjonijiet, biex tiġi żgurata l-konformità mal-qafas ta' ġestjoni tar-riskji stipulat fid-direttivi NIS2 u/jew CER;

vii. Jirrkkomanda kontrolli u miżuri ta' sigurtà li huma vijabbli għall-entitajiet kritiċi u importanti biex jitnaqqsu r-riskji ċibernetiċi, filwaqt li tiġi żgurata l-protezzjoni tas-sistemi tal-informazzjoni tagħhom u l-konformità mad-direttivi NIS2 u/jew CER;

viii. Isegwi sorsi esterni ta' data biex iżomm għarfien dwar theddid ċibernetiku u mhux ċibernetiku li qed jevolvi, jivvaluta l-impatt potenzjali tagħhom fuq entitajiet kritiċi, essenzjali, u importanti, u jiżgura l-implimentazzjoni f'waqtha ta' miżuri ta' mitigazzjoni skont id-direttivi NIS2 u/jew CER;

ix. Jappoġġa l-implimentazzjoni ta' miżuri ta' governanza għal entitajiet kritiċi, essenzjali, u importanti biex jiġi żgurat allinjament mal-obbligi ta' ġestjoni tar-riskji u konformità stipulati fid-direttivi NIS2 u/jew CER;

Duties

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

i. Providing expert technical support to Critical Infrastructure Protection (CIP) to ensure compliance with the NIS2 (EU 2022/2555) and/or CER (EU 2022/2557) directives when addressing cyber incidents and risk management measurements;

ii. Analyse and audit operator security plans, configurations, and operational practices of critical, essential and important entities to ensure compliance with the NIS2 and/or CER directives, focusing on risk management, incident reporting, and governance obligations;

iii. Conduct compliance-focused audits of critical, essential and important entities, ensuring adherence to the regulatory requirements of the NIS2 and/or CER directives and identifying areas for improvement;

iv. Stay updated on and maintain knowledge of applicable operator security, regulations, and compliance requirements, specifically focusing on the NIS2 and/or CER directives, to support auditing and risk management efforts;

v. Prepare comprehensive audit reports on critical, essential and important entities, highlighting technical and procedural findings related to NIS2 and/or CER compliance and recommending remediation strategies or solutions;

vi. Perform risk and vulnerability assessments on critical, essential and important entities' technology focus areas, such as computing environments, networks, infrastructure, and applications, ensuring conformity with the risk management frameworks outlined in NIS2 and/or CER;

vii. Recommend cost-effective security controls and measures for critical and important entities to mitigate cyber risks, ensuring the protection of their information systems and compliance with NIS2 and/or CER directives;

viii. Monitor external data sources to maintain awareness of evolving cyber and non-cyber threats, assess their potential impact on critical, essential and important entities, and ensure timely mitigation measures in accordance with NIS2 and/or CER;

ix. Support the implementation of governance measures for critical, essential and important entities to align with the risk management and compliance obligations outlined in NIS2 and/or CER;

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

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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

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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

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

U

iii. ikollhom Master's degree rikonoxxuta fil-Livell 7 tal-MQF (suġġetta għal minimu ta' 90 krettu ECTS/ECVET jew ekwivalenti*) fil-Business Administration jew European Studies jew International Relations jew Public Administration jew Public Policy jew Marketing Management 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/ECVETn jew ekwivalenti*) fil-Business Administration jew European Studies jew International Relations jew Public Administration jew Public Policy jew Marketing Management jew f'oqsma rilevanti kif determinat mill-maniġment u tmien (8) snin esperjenza sodisfaċenti.

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

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

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

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, equivalent*) in Business Administration or European Studies or International Relations or Public Administration or Public Policy or Marketing Management 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/ECVET credit or equivalent*) in Business Administration or European Studies or International Relations or Public Administration or Public Policy or Marketing Management or in relevant areas as determined by management and eight (8) year satisfactory experience.

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

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

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

(ii) 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 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 tat-Taqsima Riżorsi Umani, Ministeru għall-Intern, is-Sigurtà u x-Xogħol, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt).

(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 Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraphs 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.

Submission of Supporting Documentation

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

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

Selection Procedures

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

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.3, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Human Resources Section, Ministry for Home Affairs, Security and Employment, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt).

L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 24 ta' Marzu, 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 mit-Taqsima Riżorsi Umani, Ministeru għall-Intern, is-Sigurtà u x-Xogħol, 201, Triq id-Dejqa, Il-Belt Valletta. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u indirizz elettroniku tal-Ministeru huma (www.homeaffairs.gov.mt) u (recruitment.mhse@gov.mt).

Is-7 ta' Marzu, 2025

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 Monday, 24th March, 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 Section, Ministry for Home Affairs, Security and Employment, 201, Triq id-Dejqa, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Section are (www.homeaffairs.gov.mt) and (recruitment.mhse@gov.mt).

7th March, 2025

MINISTERU GĦALL-INTERN, IS-SIGURTÀ U X-XOGĦOL

Post ta' Trainee Probation Officer, fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol

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

1. Id-Direttur (Probation u Parole), Ministeru għall-Intern, is-Sigurtà u x-Xogħol, tilqa' applikazzjonijiet għall-post ta' Trainee Probation Officer fid-Dipartiment tal-Probation u Parole fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' prova ta' tlett (3) xhur. Persuna magħżula tidħol f'assenjament ta' sena (1) bħala Trainee Probation Officer fid-Dipartiment tal-Probation u Parole, fil-Ministeru għall-Intern, is-Sigurtà u x-Xogħol. Il-kuntratt tat-Traineeship jigi terminat jekk it-trainees ma jilħqux livell sodisfaċenti fuq il-post tax-xogħol jew jonqsu milli jitterminaw il-kors b'suċċess fis-sena akkademika stipulata. Id-Direttur jista' jestendi l-kuntratt definit għal perjodu ieħor ta' (12) tnax-il xahar.

2.2 Is-salarju ta' Trainee Probation Officer huwa ta' Skala ta' Salarju 12, li fis-sena 2025 huwa ta' €22,526 fis-sena.

2.3 Mat-tmiem b'suċċess tal-kors ta' studju tal-Post-graduate Diploma fil-Probation Services jew l-ekwivalenti, persuna fil-grad ta' Trainee Probation Officer tinħatar bħala Probation Officer fi Skala ta' Salarju 10 (li fis-sena 2025 huwa ta' €25,570.98 x €407.67 - €28,017.00).

2.4 Il-ħatra bħala Probation Officer Skala ta' Salarju 10, hija bi prova għal sena (1).

2.5 Persuna fil-grad ta' Probation Officer (Skala ta' Salarju 10) titla' għal Skala ta' Salarju 9 li fis-sena 2025 huwa ta' €27,145.02 x €447.33 - €29,829.00), wara erba' (4) snin servizz fil-grad ta' Probation Officer (Skala ta' Salarju 10), dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.6 Persuna fil-grad ta' Probation Officer (Skala ta' Salarju 9) titla' għal Skala ta' Salarju 8 (li fis-sena 2025 huwa ta' €28,792.02 x €486.83 - €31,173.00) wara erba' (4) snin servizz fil-grad ta' Probation Officer (Skala ta' Salarju 9), dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.7 Persuna fil-grad ta' Probation Officer (Skala ta' Salarju 8) titla' għal Skala ta' Salarju 7 (li fis-sena 2025 huwa ta' €30,506.98 x €531.17 - €33,694.00) wara erba' (4)

MINISTRY FOR HOME AFFAIRS, SECURITY AND EMPLOYMENT

Post of Trainee Probation Officer in the Ministry for Home Affairs, Security and Employment

Nomenclatures denoting the male gender include also the female gender.

1. The Director (Probation and Parole), Ministry for Home Affairs, Security and Employment, invites applications for the post of Trainee Probation Officer in the Department of Probation and Parole, Ministry for Home Affairs, Security, and Employment.

Terms and Conditions

2.1 This appointment is subject to a probationary period of three (3) months. A selected candidate will enter into a twelve (12) month assignment as a Trainee Probation Officer in the Department of Probation and Parole, in the Ministry for Home Affairs, Security, and Employment. The Traineeship contract will terminate if the trainee do not perform satisfactorily at the place of work or fail to complete the course successfully in the stipulated academic year. The Director may extend the definite contract for another period of twelve (12) months.

2.2 The salary for the post of Trainee Probation Officer is Salary Scale 12, which in the year 2025 is equivalent to €22,526.00 per annum.

2.3 A Trainee Probation Officer will be appointed as a Probation Officer (Salary Scale 10), which in year 2025 is (€25,570.98 x €407.67 - €28,017.00) on successful completion of the Post Graduate Diploma in Probation Services or the equivalent.

2.4 The appointment of a Probation Officer (Salary Scale 10), is subject to a probationary period of one (1) year.

2.5 A Probation Officer (Salary Scale 10) will progress to Salary Scale 9, which in year 2025 is (€27,145.02x €447.33 - €29,829.00) on completion of four (4) years service in the grade of Probation Officer (Salary Scale 10), subject to satisfactory performance.

2.6 A Probation Officer (Salary Scale 9) will progress to Salary Scale 8, which in year 2025 is (€28,792.02 x €486.83 - €31,173.00) on completion of four (4) years service in the grade of Probation Officer (Salary Scale 9), subject to satisfactory performance.

2.7 A Probation Officer (Salary Scale 8) will progress to Salary Scale 7, which in year 2025 is (€30,506.98 x €531.17 - €33,694.00) on completion of four (4) years service in

snin servizz fil-grad ta' Probation Officer (Skala ta' Salarju 8), dejjem jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.8 Probation Officers li huma fil-pussess ta' kwalifika rilevanti f'Livell 7 ta' MQF fi Human u Social Sciences hekk kif inhu determinat mill-maniġment minn żmien għal żmien, għandhom jidħlu fi Skala ta' Salarju 8 u jipprogressaw skont il-ftehim kollettiv.

2.9 Persuna fil-ħatra ta' Trainee Probation Officer għandha jkollha xeħta biex tikkomunika u tkun kapaċi tibni relazzjonijiet interpersonali. Teħtieġ li jkollha wkoll interviewing skills tajba u ħiliet fil-kitba.

2.10 Kandidati magħżula jistgħu jiġu mistennija li jaqdu d-dmirijiet tagħhom bħala parti mis-servizz ta' emerġenza ta' erbgħa u għoxrin (24) siegħa.

2.11 Trainee Probation Officers huma mistennija li jaħdmu sigħat irregolari tal-ġurnata skont l-esiġenzi tax-xogħol.

2.12 Trainee Probation Officers huma mistennija li jkollhom fil-pussess tagħhom liċenzja valida tas-sewqan jew ikunu jinsabu fil-proċess li jiksbu waħda u jkunu mistennija jużaw il-mezz tat-transport tagħhom għax-xogħol. Huma jkunu intitolati għall-allowance approvata.

2.13 Trainee Probation Officer huwa marbut li jaħdem mad-Dipartiment tal-Probation u l-Parole għal perjodu fiss mat-tlestija tal-kors akkademiku. Dan huwa fid-dawl li d-Dipartiment se jkun qiegħed jiskuża lit-Trainee Probation Officer mix-xogħol biex ikompli l-istudji tiegħu. Dan jimxi mal-Manwal tal-Isponsorships u Study Leave maħruġ mill-Istitut tas-Servizzi Pubbliċi fl-2018. Għal dan il-għan, it-Trainee Probation Officer irid jiffirma l-Formola tal-Impriża għal Studju Akkademiku meta jaċċetta l-ħatra.

2.14 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 tannotifika tal-ħatra.

2.15 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 talkandidati biex jevalwa l-kunflitti ta' interess potenzjali. F'dan ir-rigward, il-

the grade of Probation Officer (Salary Scale 8), subject to satisfactory performance.

2.8 Probation Officers who are in possession of a relevant MQF Level 7 qualification in the Human and Social Sciences as determined by the Management from time to time shall be placed on Salary Scale 8 and continue to progress in accordance with the provisions of this agreement.

2.9 Trainee Probation Officers must have an aptitude for effective communication skills in building interpersonal relationships. They must have optimal interviewing and report writing skills.

2.10 Trainee Probation Officers may be required to perform duties as part of a 24-hour emergency service.

2.11 Trainee Probation Officers must be prepared to work irregular hours of the day and night according to the exigencies of the job.

2.12 Trainee Probation Officers will be expected to be in possession of, or are in the process of acquiring, a valid driving license. They are expected to use their own transport for their work and will be entitled to the appropriate approved allowance.

2.13 A Trainee Probation Officer will be bound to work with the Department of Probation and Parole for a determined period of time following the completion of the academic course. This is in view that the Department will be excusing the Trainee Probation Officer from work to pursue academic education. This is in line with the Sponsorships and Study Leave Manual issued by the Institute for the Public Services in 2018. The Trainee Probation Officer must sign the Form of Undertaking for Academic Education upon accepting the post.

2.14 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.

2.15 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

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' Trainee Probation Officer huma:

i. Jassisti lill-uffiċjali tal-probation fl-immaniġġjar tal-każijiet jew fi dmirijiet oħra skont l-istruzzjonijiet mogħtija;

ii. Jakkumpanja lill-uffiċjal tal-probation fi dmirijiet barra mill-uffiċċju fosthom home visits u field visits li jikkonsistu fi żjarat ġewwa l-ħabs, sptarijiet, aġenziji u entitajiet li joffru servizz li jwassal għar-riabilitazzjoni tal-persuni li jibbenefikaw mis-servizzi tad-Dipartiment;

iii. Jakkumpanja lill-uffiċjal tal-probation waqt is-seduti ġewwa l-Qrati ta' Malta u Għawdex fejn jikkonċernaw lill-klijenti tad-Dipartiment;

iv. Jakkumpanja lill-uffiċjal tal-probation u jkun preżenti għall-case conferences fejn jiġi diskuss l-andament tal-klijent;

v. Iħejji rapporti li jikkonċernaw lill-klijent taħt il-gwida u s-superviżjoni tal-uffiċjal tal-probation li jkun assenjat lilu;

vi. Jakkumpanja lill-uffiċjal tal-probation waqt sessjonijiet li jsiru mal-klijent fid-Dipartiment;

vii. Iżomm ruħu aġġornat fl-iżvilupp li jseħħ fil-qasam tal-probation kemm f'Malta kif ukoll barra minn Malta. Għal dan il-għan hu mistenni li jieħu kull opportunità ta' programmi ta' taħriġ offruta lilu;

viii. Jaqdi d-dmirijiet taħt id-direzzjoni tad-Direttur tal-Probation u l-Parole;

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

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 Trainee Probation Officer include:

i. Assisting probation officers in the management of cases and performing other tasks as directed;

ii. Assist the probation officers during outside office duties especially during home and field visits including visits at the Correctional Service Agency, hospitals and other government agencies and entities offering rehabilitation services to the Department's clients;

iii. Assist the probation officers during court sittings within Malta and Gozo Law Courts;

iv. Assist the probation officers and be present during case conferences whereby the clients' progression is discussed with other stakeholders;

v. Compile reports under the guidance and supervision of the probation officer assigned to him;

vi. Assist the probation officers during sessions with clients carried out within the Department;

vii. Remains conversant with current probation practices both locally and abroad. To this purpose, the opportunity will be provided for programmes of training, which opportunities the appointees are expected to take;

viii. Performing duties under the direction of the Director for Probation and Parole;

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

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

iii. (a) għandhom fil-pussess tagħhom ir-rekwiżiti minimi għad-dħul fil-kors tal-Post-Graduate Diploma fis-Servizzi tal-Probation f'Livell 7 tal-MQF jew kwalifika xierqa, komparabli u rikonoxxuta, jiġifieri:

First Degree Category II f'Livell 6 tal-MQF (b'minimu ta' 180 krettu ECTS/ECVET, jew ekwivalenti), f'suġġetti kkunsidrati rilevanti; jew

Honours Degree, second class f'Livell 6 tal-MQF (b'minimu ta' 180 krettu ECTS/ECVET, jew ekwivalenti), f'suġġetti kkunsidrati rilevanti.

(b) għandhom ikunu wkoll f'intervista magħmula mill-Università ta' Malta sabiex jibdew il-kors Post-graduate Diploma fis-Servizzi tal-Probation jew ekwivalenti.

(c) Id-Dipartiment se jiffaċilita l-progress ta' dawk appuntati li jkunu spiċċaw il-kors tal-Post-graduate Diploma fis-Servizzi tal-Probation sabiex jispiċċaw il-Master's fis-suġġett imsemmi. Dan huwa bla preġudizzju għas-servizz offrut lil klijenti.

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) 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) 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

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

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

iii. (a) in possession of the minimum requirements for admission to a recognised Post-Graduate Diploma in Probation Services at MQF Level 7, or an appropriate comparable and recognised qualification, namely:

First Degree Category II at MQF Level 6, (subject to a minimum of 180 ECTS/ECVET credits, or equivalent), in an area deemed relevant; or

Honours Degree, second class at MQF Level 6, (subject to a minimum of 180 ECTS/ECVET credits or equivalent), in an area deemed relevant.

(b) needs to be successful in an interview conducted by the University of Malta to commence the course of Post-graduate Diploma in Probation Services or the equivalent.

(c) the Department shall endeavour to facilitate those appointee who concluded the requisite Post-graduate Diploma in Probation Services to conclude their Master's in same subject matter. This is without prejudice to the guarantee of the service delivery to clients.

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) 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

l-livell tal-MQF meħtieġ, sal-ħin u d-data tal-għeluq tas-sejħa għallapplikazzjonijiet. L-applikanti prospettivi għandhom jinnutaw ir-rekwiżit li jipproduċu dikjarazzjonijiet ta' rikonoxximent tal-MQRIC firrigward tal-kwalifiki tagħhom mill-MQRIC, jew awtorità pertinenti oħra, kif applikabbli, skont id-dispożizzjonijiet applikabbli għal din is-sejħa għall-applikazzjonijiet (ara l-ħolqa aktar 'l isfel).

4.3. Uffiċjali pubbliċi li għandhom grad fi klassi partikolari, u li ngħataw il-ħatra ta' Officer in Scale permezz ta' deċiżjoni tal-Grievances Unit fl-istess skala ta' dak ta' grad ogħla fl-istess klassi, huma eliġibbli li japplikaw għal gradi miftuħa għal uffiċjali li għandhom tali grad ogħla bl-istess skala ta' dik tal-ħatra ta' Officer in Scale.

Is-snin ta' servizz mid-data ta' meta daħlet fis-seħħ il-ħatra bħala Officer in Scale jgħoddu bħala parti mis-snin ta' servizz mitluba fis-sejħa għall-applikazzjonijiet.

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

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

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

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

Sottomissjoni ta' Dokumentazzjoni

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

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

Proċeduri tal-Għażla

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

attained the required MQF level, by the closing time and date of the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

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

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

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

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

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

Submission of Supporting Documents

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

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

Selection Procedures

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

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

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur (Probation u Parole), 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 it-Tnejn, 24 ta' Marzu, 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 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 tal-Probation u Parole, Millennia Building, It-3 Sular, Triq Aldo Moro, Il-Marsa, MRS906 Dawn il-provedimenti ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

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

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director (Probation and Parole), 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 Monday, 24th March, 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 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 Department of Probation and Parole, Millennia Building, 3rd Floor, Triq Aldo Moro, Marsa, MRS9065. These general provisions are to be regarded as an integral part of this call for applications.

L-indirizz elettroniku tad-Dipartiment huwa (recruitment.probation@gov.mt).

Is-7 ta' Marzu, 2025

MINISTERU GĦALL-ARTIJIET
U L-IMPLIMENTAZZJONI
TAL-PROGRAMM ELETTORALI

Post ta' Manager I (Accounting and Finance) fil-Ministeru għall-Artijiet u l-Implimentazzjoni tal-Programm Elettorali

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

1. Id-Direttur Servizzi Korporattivi fil-Ministeru għall-Artijiet u l-Implimentazzjoni tal-Programm Elettorali jilqa' applikazzjonijiet għall-post ta' Manager I (Accounting and Finance) fil-Ministeru għall-Artijiet u l-Implimentazzjoni tal-Programm Elettorali.

Termini u Kundizzjonijiet

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

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

2.3 Is-salarju ta' Manager I (Accounting and Finance) huwa ta' Skala ta' Salarju 10, li fis-sena 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 kwalifika ta' Master's rikonoxxut fil-Livell 7 tal-MQF (suġġett għal minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) f'oqsma rilevanti kif determinat minn Management għandha titqiegħed fi Skala ta' Salarju 9 (€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 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'

The email address of the receiving Department is (recruitment.probation@gov.mt).

7th March, 2025

MINISTRY FOR LANDS AND THE
IMPLEMENTATION OF THE
ELECTORAL PROGRAMME

Post of Manager I (Accounting and Finance) in the Ministry for Lands and the Implementation of the Electoral Programme

Nomenclatures denoting the male gender include also the female gender.

1. The Director Corporate Services, Ministry for Lands and the Implementation of the Electoral Programme invites applications for the post of Manager I (Accounting and Finance) in the Ministry for Lands and the Implementation of the Electoral Programme.

Terms and Conditions

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

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

2.3 The salary for the post of Manager I (Accounting and Finance) is Salary Scale 10, which in year 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

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 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.

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

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

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

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.

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 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.

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

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

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

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.

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

Dmirijiet

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

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

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

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

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

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

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

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

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

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

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

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

Duties

3. The job duties for the post of Manager I (Accounting and Finance) include:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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

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

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

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

U

ii. kapaċi jikkomunikaw bil-lingwa Ingliża;

U

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

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

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

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

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

should be sought as necessary in the interpretation of the above provisions.

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

AND

ii. able to communicate in the English language;

AND

iii. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Business Management or Business Administration or Economics or Banking an Finance or Accountancy or a recognised comparable professional qualification at MQF Level 6 in Accountancy or in relevant areas as determined by management.

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

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

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

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

4.3 Aktar minn hekk, kandidati li għadhom ma kisbux formalment jew għadhom mhux approvati għall-kwalifika rikjesta hekk kif speċifikata fil-paragrafu 4.1 (iii) jew kif indikat f'paragrafu 3.1 tad-dispożizzjonijiet ġenerali (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf), xorta jiġu kkunsidrati, basta jibagħtu evidenza li jinsabu fl-aħħar fażi tal-kors li jwassal għall-għoti tat-tali kwalifika. Il-persuni maħtura jridu jġibu, jew ġew approvati, għat-tali kwalifika fi żmien sena mid-data tal-ħatra tagħhom. Jekk l-iskadenza ma tintlaħaqx, il-ħatra għal din ir-raġuni, tiġi awtomatkament terminata.

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li 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 o.b.o il-Ministeru għall-Artijiet u l-Implimentazzjoni tal-Programm Elettorali, 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 it-Tnejn, 24 ta' Marzu, 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) 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 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 4.3, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Recruitment section obo the Ministry for Lands and the Implementation of the Electoral Programme, 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 Monday, 24th March, 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 mill-Ministeru għall-Artijiet u l-Implementazzjoni tal-Programm Elettorali, Casa Leoni, Triq il-Kbira San Ġużepp, Santa Venera. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

L-indirizz elettroniku tad-Dipartiment huwa (recruitment.mli@gov.mt).

Is-7 ta' Marzu, 2025

MINISTERU GĦAS-SAĦĦA
U L-ANZJANITÀ ATTIVA

Post ta' Operative IV (Barber/Hairdresser) fl-Isptar Ġenerali ta' Għawdex 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' Operative IV (Barber/Hairdresser) fl-Isptar Ġenerali ta' Għawdex fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

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 Ministry for Lands and the Implementation of the Electoral Programme, Casa Leoni, Triq il-Kbira San Ġużepp, St Venera. These general provisions are to be regarded as an integral part of this call for applications.

The email address of the receiving Department is: (recruitment.mli@gov.mt).

7th March, 2025

MINISTRY FOR HEALTH
AND ACTIVE AGEING

Post of Operative IV (Barber/Hairdresser) at Gozo General 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 Operative IV (Barber/Hairdresser) at Gozo General Hospital within the Ministry for Health and Active Ageing.

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Operative IV huwa ta' Skala ta' Salarju 16, li fis-sena 2025 huwa ta' €16,915.00 fis-sena, li jiżdied b'€263.00 fis-sena sa massimu ta' €18,493.00.

2.3 Persuna fil-grad ta' Operative IV titla' fi Skala 15 (€18,188.00 x €298.00 - €19,976.00) wara ħames (5) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Il-persuni maħtura jkunu intitolati wkoll għall-ħlas ta' klassi annwali ta' €700, li jista' jiżdied b'€600 oħra skont il-post partikolari fejn il-persuna maħtura tkun assenjata u suġġett għal sodisfaċenti prestazzjoni sodisfaċenti.

2.5 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.

2.6 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' Operative IV (Barber/Hairdresser) huma:

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 Operative IV is Salary Scale 16, which in the year 2025 is equivalent to,€16,915.00 per annum, rising by annual increments of €263.00 up to a maximum of €18,493.00.

2.3 An Operative IV will progress to Scale 15 (€18,188.00 x €298.00 - €19,976.00) on completion of five (5) years service in the grade, subject to satisfactory performance.

2.4 Appointees will also be entitled to the payment of an annual class allowance of €700, which may be topped up by a further €600 depending the particular area that the appointee is deployed to and subject to satisfactory performance.

2.5 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.

2.6 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 Operative IV (Barber/Hairdresser) include:

i. Jirranġa x-xagħar;

ii. Inixxef ix-xagħar;

iii. Jagħti l-kulur lix-xagħar;

iv. Jaħsel ix-xagħar;

v. Jaqta' x-xagħar;

vi. Joħloq stil tax-xagħar li jixraq lill-klijent;

vii. Iqaxxar il-leħja;

viii. Ikollu komunikazzjoni tajba mal-klijent;

ix. Jofri pariri tajba dwar is-saħħa u l-kura tax-xagħar;

x. Jiddisinfetta kwalunkwe tagħmir u għodod li jintuzaw;

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

xii. Li jkun empatiku, professjonali u sensittiv huwa essenzjali f'din il-kariga;

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma'

i. Dresses hair;

ii. Does blow drying of hair;

iii. Colours hair;

iv. Washes hair;

v. Cuts hair;

vi. Creates a satisfactory style for the client;

vii. Shaves beards;

viii. Has good and effective communication with clients;

ix. Provides suitable aftercare hair advice;

x. Is responsible for disinfecting any equipment and tools used;

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

xii. Being empathetic, professional, and sensitive is essential for this role;

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

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

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

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

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan 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. Fil-Pussess ta' Ċertifikat fil-Barbering u/jew Hairdressing f'Livell 3 tal-MQF.

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.

Uffiċjali pubbliċi jistgħu japplikaw għal grad inqas anke jekk mhux ikkonfermati fil-ħatra attwali tagħhom.

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_

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 Certificate in Barbering and/or Hairdressing at MQF Level 3.

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.

Public officers may apply for a lower grade even if not confirmed in their current appointment.

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_

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 il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

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

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

4.5 Uffiċjali pubbliċi li huma normalment residenti f'Għawdex iżda li bħalissa jaħdmu f'Malta, u li għandhom listess grad sostantiv bħal dak li qed jiġi reklamat, jistgħu

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 Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

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

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

4.5 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

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.

4.6 Din is-sejħa pubblika qed tiġi ppubblikata bi qbil ma' sejħa għal servizz kollu għall-Post ta' Operative IV (Barber/Hairdresser) kif ippubblikata nhar il-Ġimgħa, 7 ta' Marzu, 2025, permezz taċ-Ċirkulari Nru HR/MHA/32/2025. L-applikanti li jirnexxu taħt is-sejħa għas-servizz kollu se jingħataw preċedenza fuq dawk li jirnexxu taħt is-sejħa pubblika. Il-ħatra hija suġġett għad-disponibbiltà ta' postijiet vakanti fil-perjodu ta' validità tar-riżultat.

Sottomissjoni ta' Dokumentazzjoni

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

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

Proċeduri tal-Għażla

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

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta 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 it-Tnejn, 24 ta' Marzu, 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.

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.

4.6. This public call is being published in concurrence with a service-wide call for the Post of Operative IV (Barber/Hairdresser) as published on Friday, 7th March, 2025 through the Cicurular No. HR/MHA/32/2025. Applicants who are successful under the service-wide call will be given precedence over those who are successful under the public call. Appointment is moreover subject to the availability of vacancies within the validity period of the result.

Submission of Supporting Documents

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

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

Selection Procedures

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

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the People Management Division Ministry for Health and Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the online Government 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 Monday, 24th March, 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 L-applikanti li għandhom bżonn għajnuna biex jissottomettu applikazzjoni online, għandhom ifittxu din l-għajnuna mill-HR Unit tad-dipartiment attwali tagħhom, jew mill-HR Unit tad-dipartiment fejn qed japplikaw. Dawn l-applikanti għandhom jiżguraw li l-persuna li tapplika għannom tagħhom, fil-fatt, qed tapplika għall-post battal meħtieġ u tehmeż id-dokumentazzjoni korretta.

7.3 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument biex jissottemettu l-applikazzjoni tagħhom.

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

7.5 Applikanti jingħataw sa jumejn (2) xogħol wara d-data u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta, VLT 1171. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din issejħa għall-applikazzjonijiet.

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

Is-7 ta' Marzu, 2025

7.2 Applicants who need assistance in submitting an online application, are to seek such assistance from the HR Unit of their current Department, or the HR Unit of the Department where they are applying. Such applicants are to ensure that the person applying on their behalf is, in fact, applying for the vacancy required and attaching the correct documentation.

7.3 It is the responsibility of the applicants not to leave until the last moment for submission of their application.

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

7.5 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 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 (https://health.gov.mt) and (recruitment.health@gov.mt).

7th March, 2025

MINISTERU GĦAS-SAĦĦA
U L-ANZJANITÀ ATTIVA

Post ta' Other Industrial Grades (Post-mortem u Mortuary Attendant) fl-Isptar Mater Dei fi ħdan il-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' Other Industrial Grades (Post-mortem u Mortuary Attendant) fl-Isptar Mater Dei biex iwettaq dmirijiet fis-Saħħa fil-Ministeru għas-Saħħa u l-Anzjanità Attiva.

Termini u Kundizzjonijiet

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

2.2 Is-salarju ta' Other Industrial Grades (Post-mortem and Mortuary Attendant) huwa ta' Skala ta' Salarju 15, li fis-sena 2025 hu €18,188.00 fis-sena, li jiżdied b'€298.00 fis-sena sa massimu ta' €19,976.00.

2.3 Persuna fil-grad ta' Other Industrual Grades (Post-mortem and Mortuary Attendant) titla' fi Skala 14 (€19,591.02 x €316.83 - €21,492.00) wara ħames (5) snin servizz fil-grad, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Persuna fil-grad ta' Other Industrial Grades (Post-mortem and Mortuary Attendant) titla' għal Skala 13 (€21,042.00 x €335.50 - €23,055.00) wara ħames (5) snin oħra servizz fil-grad.

2.5 Il-persuni maħtura jkunu intitolati għall-ħlas ta' class allowance annwali ta' €700.

a. Il-persuni maħtura jkunu intitolati għal benefiċċji oħra u suġġetti għall-kundizzjonijiet u l-obbligi li huma stipulati fl-Industrial and Supervisory Grades Agreement.

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'

MINISTRY FOR HEALTH
AND ACTIVE AGEING

Post of Other Industrial Grades (Post-mortem and Mortuary Attendant) at Mater Dei Hospital within 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 Other Industrial Grades (Post-mortem and Mortuary Attendant) at Mater Dei Hospital to perform duties within health in the Ministry for Health and Active Ageing.

Terms and Conditions

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

2.2 The salary for the post of Other Industrial Grades (Post-mortem and Mortuary Attendant) is Salary Scale 15, which in the year 2025 is equivalent to, €18,188.00 per annum, rising by annual increments of €298.00 up to a maximum of €19,976.00.

2.3 A Post of Other Industrial Grades (Post-mortem Mortuary Attendant) will progress to Scale 14 (€19,591.02 x €316.83 - €21,492.00) on completion of five (5) years service in the grade, subject to satisfactory performance.

2.4 A Post of Other Industrial Grades (Post-mortem and Mortuary Attendant) will further progress to Salary Scale 13 (€21,042.00 x €335.50 - €23,055.00) after a further five (5) years service in the grade.

2.5 Appointees will be entitled to the payment of an annual class allowance of €700.

a. Appointees will also be entitled to such other benefits and such other conditions and obligations as stipulated in the Industrial and Supervisory Grades Agreement.

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

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' Other Industrial Grades (Post-mortem and Mortuary Attendant) huma:

i. Jimmaniġġja, jiftaħ, jirrikostitwixxi u jipprepara l-iġsma inkluż kisi wara l-awtopsja;

ii. Jiddisponi l-kampjuni;

iii. Iżomm l-indafa fil-kmamar tal-Kamra Mortwarja u Post-mortem;

iv. Jieħu ħsieb l-istrumenti Post-mortem, u tagħmir ieħor relatat mal-Patoloġija Mortwarja u Anatomika;

v. Iwettaq kull dmir ieħor involut fit-tmexxija ta' kuljum tal-Kamra Mortwarja inkluż it-trasport ta' materjal relatat max-xogħol kif meħtieġ, tħaddim u kura ta' tagħmir, dokumentazzjoni u customer care;

vi. Se jkun meħtieġ li jipparteċipa b'suċċess f'150 siegħa ta' lekċers u jlesti 150 siegħa ta' sessjonijiet prattiċi. Tali taħriġ se jingħata fil-Mortuary and Anatomic Pathology matul l-ewwel sena ta' impjieg;

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

viii. Li tkun empatiku, professjonali u sensittiv huwa essenzjali f'din il-kariga;

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

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 Other Industrial Grades (Post-mortem and Mortuary Attendant) include:

i. Handles, opens, reconstitutes and prepares bodies including shrouding following the autopsy;

ii. Disposes of specimens;

iii. Maintains cleanliness in the Mortuary and Post-mortem rooms;

iv. Takes care of Post-mortem instruments, and other equipment related to Mortuary and Anatomic Pathology;

v. Performs any other duties involved in the day to day running of the Mortuary including transport of work-related material as required, operation and care of equipment, documentation and customer care;

vi. Will be required to successfully participate in 150 hours of lectures and complete 150 hours of practical sessions. Such training will be provided at the Mortuary and Anatomic Pathology during the first year of employment;

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

viii. Being empathetic, professional, and sensitive is essential for this role;

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

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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.

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

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

ii. kapaċi jikkomunikaw bil-lingwi tal-Malti u l-Ingliż

U

iii. kapaċi jaqraw u jiktbu

U

iv. ikunu ta' karattru morali tajjeb

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. 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.

4.3 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.

4.4 Din is-sejħa pubblika qed tiġi ppubblikata bi qbil ma' sejħa għal servizz kollu għall-Post ta`Other Industrial Grades (Post-mortem and Mortuary Attendant) kif ippubblikata nhar il-Ġimgħa 7 ta' Marzu 2025 permezz taċ-Ċirkulari Nru

ii. able to communicate in the Maltese and English languages

AND

iii. must be able to read and write

AND

iv. must be of good moral character

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 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.

4.3 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

4.4. This public call is being published in concurrence with a service-wide call for the Post of Other Industrial Grades (Post-mortem and Mortuary Attendant) as published on Friday 7th March 2025 through the Cicurular No. HR/

HR/MHA/31/2025. L-applikanti li jirnexxu taħt is-sejħa għas-servizz kollu se jingħataw preċedenza fuq dawk li jirnexxu taħt is-sejħa pubblika. Il-ħatra hija ta` suġġett għad-disponibbiltà ta' postijiet vakanti fil-perjodu ta' validità tar-riżultat.

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-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 it-Tnejn, 24 ta' Marzu, 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 L-applikanti li għandhom bżonn għajnuna biex jissottomettu applikazzjoni online, għandhom ifittxu din l-għajnuna mill-HR Unit tad-dipartiment attwali tagħhom, jew mill-HR Unit tad-dipartiment fejn qed japplikaw. Dawn l-applikanti għandhom jiżguraw li l-persuna li tapplika għan-nom tagħhom, fil-fatt, qed tapplika għall-post battal meħtieġ u tehmeż id-dokumentazzjoni korretta.

7.3 Hija r-responsabbiltà tal-applikanti li ma jħallux sal-aħħar mument biex jissottemettu l-applikazzjoni tagħhom.

MHA/31/2025. Applicants who are successful under the service-wide call will be given precedence over those who are successful under the public call. Appointment is moreover subject to the availability of vacancies within the validity period of the result.

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 4.3, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the People Management Division Ministry for Health and Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Monday, 24th March 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 Applicants who need assistance in submitting an online application, are to seek such assistance from the HR Unit of their current Department, or the HR Unit of the Department where they are applying. Such applicants are to ensure that the person applying on their behalf is, in fact, applying for the vacancy required and attaching the correct documentation.

7.3 It is the responsibility of the applicants not to leave until the last moment for submission of their application.

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

7.5 Applikanti jingħataw sa jumejn (2) xogħol wara d-data u l-ħin tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, biex jissottomettu dokumenti mhux korretti jew mhux mimlija kif suppost jew nieqsa.

Dispożizzjonijiet Ġenerali Oħra

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

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

sottomissjoni ta' dikjarazzjoni ta' rikonoxximent dwar il-kwalifiki;
kwalifiki f'livell ogħla;
livell komparattiv tal-impjegati tas-Settur Pubbliku;
rinunzji ta' applikazzjonjiet pendenti;
pubblikazzjoni tar-riżultat;
eżami mediku;
proċess sabiex tiġi sottomessa petizzjoni dwar ir-riżultat;

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

jistgħu jiġu aċċessati minn (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_MT.pdf) jew jinkisbu mid-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din issejħa għall-applikazzjonijiet.

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

Is-7 ta' Marzu, 2025

MINISTERU GĦAS-SAĦĦA
U L-ANZJANITÀ ATTIVA

Post ta' Staff Nurse/Psychiatric Mental Health Nurse fuq bażi ta' Full-time/Part time fis-Servizz Pubbliku ta' Malta

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

1. Id-Direttur Ġenerali (People Management), Ministeru għas-Saħħa u l-Anzjanità Attiva, tilqa' applikazzjonijiet

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

7.5 Applicants are granted up to two (2) working days after closing date and time of this call for applications, to submit any incorrect or incomplete or missing documents.

Other General Provisions

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

applicable benefits, conditions and rules/regulations;
lateral applications;
reasonable accommodation for registered persons with disability;
submission of recognition statements in respect of qualifications;
qualifications at a higher level;
comparative level of Public Sector employees;
renouncement of pending applications;
publication of the result;
medical examination;
the process for the submission of petitions concerning the result;
access to application forms and related details;
retention of documents,

may be accessed from (https://publicservices.gov.mt/en/people/Documents/Recruitment_GenProvs/General%20Provisions_ENG.pdf) or may be obtained from the People Management Division, Ministry for Health, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171. These general provisions are to be regarded as an integral part of this call for applications.

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

7th March, 2025

MINISTRY FOR HEALTH
AND ACTIVE AGEING

Post of Staff Nurse/Psychiatric Mental Health Nurse on a Full-time/Part-time Basis in the Malta Public Service

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management), Ministry for Health and Active Ageing, invites applications for the

għall-post ta' Staff Nurse/Psychiatric Mental Health Nurse fuq bażi ta' Full-time/Part-time fis-Servizz Pubbliku ta' Malta.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta' probation/prova ta' sena (1) jekk appuntat b'Degree fin-Nursing/Mental Health Nursing (Skala 10) u għal perjodu ta' probation/prova ta' sitt (6) xhur jekk appuntat b'Diploma fin-Nursing/Mental Health Nursing (Skala 12).

2.2 Is-salarju ta' Staff Nurse/Psychiatric Mental Health Nurse bid-Diploma f'Livell 5 tal-MQF (suġġetta għal minimu ta' 60 krettu ECTS/ECVET) 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.

Persuna fil-grad ta' Staff Nurse/Psychiatric Mental Health Nurse (bid-Diploma) titla' minn Skala ta' Salarju 12 għal Skala ta' Salarju 10 (li fis-sena 2025 hu €25,570.98 x €407.67 - €28,017.00 fis-sena) wara tliet (3) snin servizz fil-grad jekk tkun qdiet dmirha b'mod sodisfaċenti.

Persuna fil-grad ta' Staff Nurse/Psychiatric Mental Health Nurse (bid-Diploma) titla' minn Skala ta' Salarju 10 għal Skala ta Salarju 9 (li fis-sena 2025 hu €27,145.02 x €447.33 - €29,829.00 fis-sena) suġġett għall-kisba tal-warrant rilevanti biex tipprattika U mat-tlestija ta' ħames (5) snin ekwivalenza sħiħa ta' servizz sodisfaċenti fil-grad.

Staff Nurse/Psychiatric Mental Health Nurse bid-Diploma li jiksbu Degree BSc. fin-Nursing/BSc. fil-Mental Health Nursing fil-Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti), jew l-ekwivalenti tagħha kif iddeterminat mill-maniġment, matul il-kors tal-impjieg tagħhom, huma immedjatament imqiegħda fi Skala 10 u mbagħad jitilgħu għal Skala 9 wara sentejn (2) bid-Degree jew ħames (5) snin servizz fil-klassi u l-kisba tal-warrant, skont liema jiġi l-ewwel.

2.3 Is-salarju ta' Staff Nurse/Psychiatric Mental Health Nurse bil-BSc (Nursing) degree/BSc (Mental Health Nursing) degree f'Livell 6 tal-MQF (suġġetta għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti), jew l-ekwivalenti tagħha hekk kif jiġi ddeterminat mill-maniġmnet, wara konsultazzjoni mal-Kunsill tal-Infermiera u l-Qwiebel (Malta), huwa Skala ta' Salarju 10, li fis-sena 2025 hu €25,570.98 fis-sena, li jiżdied b'€407.67 fi-sena sa massimu ta' €28,017.00.

Persuna fil-grad ta' Staff Nurse/Psychiatric Mental Health Nurse (bid-Degree) titla' minn Skala ta' Salarju 10 għal Skala ta' Salarju 9 (li fis-sena 2025 hu €27,145.02 x €447.33 - €29,829.00 fis-sena) wara sentejn (2) servizz bħala Staff

post of Staff Nurse/Psychiatric Mental Health Nurse on a Full-time/Part-time basis in the Malta Public Service.

Terms and Conditions

2.1 This appointment is subject to a probationary period of one (1) year if appointed with a Degree in Nursing/Psychiatric Mental Health (Scale 10) and for a period of six (6) months if appointed with a Diploma in Nursing/Psychiatric Mental Health (Scale 12).

2.2 The salary for the post of Staff Nurse/Psychiatric Mental Health Nurse with Diploma at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits) is Salary Scale 12, which in the year 2025 is equivalent to €22,526.00 per annum, rising by annual increments of €354 up to a maximum of €24,650.00.

A Staff Nurse/Psychiatric Mental Health Nurse (with Diploma) will progress from Salary Scale 12 to Salary Scale 10, (which in the year 2025 is €25,570.98 X €407.67 - €28,017.00 per annum) on completion of three (3) years service in the grade, subject to satisfactory performance.

A Staff Nurse/Psychiatric Mental Health Nurse (with Diploma) shall progress from Salary Scale 10 to Scale 9 (which in the year 2025 is €27,145.02 X €447.33 - €29,829.00 per annum), subject to the attainment of the relevant warrant to practice AND completion of five (5) years whole time equivalence of satisfactory service in the grade.

Staff Nurses/Psychiatric Mental Health Nurses with Diploma who obtain a BSc. Nursing Degree/BSc. Mental Health Nursing Degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent), or its equivalent as determined by management, during the course of their employment, are immediately placed in Scale 10 and then progress to Scale 9 after two (2) years with Degree or five (5) year service in the class and attainment of warrant, whichever comes first.

2.3 The salary for the post of Staff Nurse/Psychiatric Mental Health Nurse in possession of a BSc (Nursing) degree/BSc (Mental Health Nursing) at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent) or its equivalent as determined by the Management, following the consultation with the Council of Nurses and Midwives (Malta), is in Salary Scale 10, which in the year 2025 is €25,570.98 per annum rising by annual increments of €407.67 up to a maximum of €28,017.00 per annum.

A Staff Nurse/Psychiatric Mental Health Nurse (with Degree) will progress from Salary Scale 10 to Salary Scale 9 (which in the year 2025 is €27,145.02 X €447.33 - €29,829.00 per annum) on completion of two (2) years service as Staff

Nurse/Psychiatric Mental Health Nurse (bid-Degree) fi Skala 10, jekk tkun qdiet dmirha b'mod sodisfaċenti.

2.4 Staff Nurse/Psychiatric Mental Health Nurse li minbarra r-rekwiżiti msemmija fil-paragrafu 2.2. jew fil-paragrafu 2.3, għandha fil-pussess tagħha post-graduate Master's Degree xierqa fil-Livell 7 tal-MQF (suġġetta għal minimum ta' 90 krettu ECTS/ECVET jew ekwivalenti*), jew Dottorat fil-Livell 8 tal-MQF għandha titpoġġa immedjatament fi Skala ta' Salarju 8 (li fis-sena 2025 hu €28,792.02 x €486.83 - €31,713.00 fis-sena) bħala Staff Nurse/Psychiatric Mental Health Nurse.

*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 Qed jiġi nnutat li s-salarju marbut mal-post ta' Staff Nurse/Psychiatric Mental Health Nurse fuq bażi full-time/part-time hu supplimentat b'allowances hekk kif speċifikat fil-ftehim settorali fis-seħħ iffirmat bejn il-Gvern ta' Malta u l-Union ta' Malta għall-Qwiebel u Infermiera.

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 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

Nurse/Psychiatric Mental Health Nurse (with Degree) in Salary Scale 10 subject to satisfactory performance.

2.4 A Staff Nurse/Psychiatric Mental Health Nurse who, in addition to requirements stated in paragarph 2.2. or 2.3, is in possession of an appropriate post-graduate Master's' Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits or equivalent*) or PhD at MQF Level 8 shall be immediately placed in Salary Scale 8 (which is the year 2025 is €28,792.02 X €486.83 - €31,713.00 per annum) as Staff Nurse/Psychiatric Mental Health Nurse.

*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 It is being noted that the salary for the post of Staff Nurse/Psychiatric Mental Health Nurse on a full-time/part-time basis is supplemented by allowances as specified by the sectoral agreement in force signed between the Government of Malta and the Malta Union of Midwives and Nurses.

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 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

tad-Dikjarazzjoni preskritta disponibbli fl-Appendiċi 1 tad-Direttiva 16 (disponibbli minn (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

Dmirijiet

3.1 Id-dmirijiet għal dan il-post ta' Staff Nurse/Psychiatric Mental Health Nurse huma:

i. Jipprovdi kura sana, effettiva u effiċjenti lil grupp speċifiku ta' pazjenti u jieħu sehem fl-edukazzjoni ta' junior staff/persunal li jkunu fuq żjara, kif ukoll ta' studenti;

ii. Jagħti informazzjoni liċ-charge nurse u lil membri oħra tal-persunal biex jassigura l-użu effiċjenti u effettiv ta' impjegati u riżorsi;

iii. Jgħallem u jissorvelja junior staff u studenti skont il-livell personali tal-kompetenza/esperjenza tiegħu/tagħha;

iv. Jagħmel użu mis-Sistemi tat-Teknologija tal-Informatika li jkunu qed jintużaw fil-Ministeru fejn wieħed ikun assenjat;

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

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

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

3.2 Persuni maħtura jiġu stazzjonati f'ministeru rispettiv skont l-esiġenzi tas-servizz u ittri ta' ħatra jinħarġu mis-Segretarju Permanenti tal-Ministeru rispettiv.

3.3 Il-kandidati magħżulin jistgħu jkunu meħtieġa jaħdmu fuq bażi ta' xift li jinkludi xogħol billejl skont rosters stabbiliti. Staff Nurses/Psychiatric Mental Health Nurses ingaġġati fuq bażi part-time jkunu meħtieġa li jaħdmu minimu ta' 10 sigħat fil-ġimgħa u allokati f'rosters u sezzjonijiet skont l-esiġenzi tas-servizz.

3.4 Persuna maħtura tista' tkun meħtieġa li twettaq dmirijiet fi kwalunkwe servizz għall-kura tas-Servizz Pubbliku ta' Malta skont id-diskrezzjoni tal-maniġment.

available at Appendix 1 to Directive 16 (available from (https://publicservices.gov.mt/en/people/Documents/Directives/Framework%20for%20Preventing%20and%20Managing%20COI%20in%20the%20Public%20Sector.pdf)).

Duties

3.1 The job duties for the post of Staff Nurse/Psychiatric Mental Health Nurse include:

i. Provides safe, effective and efficient care to a specified group of patients and participates in the education of junior/visiting staff and students;

ii. Gives information to the charge nurse and other members of staff to ensure the efficient and effective use of personnel and resources;

iii. Teaches and supervises junior staff and students according to own level of competence/experience;

iv. Makes use of the Information Technology systems which may be in operation within the Ministry where one is assigned duties;

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

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

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

3.2 Appointees shall be posted in a respective ministry according to the exigencies of the service and letters of appointment shall be issued by the Permanent Secretary of the respective Ministry.

3.3 Selected candidates may be required to perform duties on a shift basis including night duty according to the established rosters. Staff Nurses/Psychiatric Mental Health Nurses engaged on part-time basis will be required to work on a minimum of 10 hours per week and deployed on a roster and section according to exigencies of the service.

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

Rekwiżiti tal-Eliġibbiltà

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

i. a. ċittadini ta' Malta; jew

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

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

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

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

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

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

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

ii. (a) profiċjenti fil-lingwa Maltija. Għaldaqstant, kandidati li mhumiex profiċjenti fil-lingwa Maltija xorta

Eligibility Requirements

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

i. a. citizens of Malta; or

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

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

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

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

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

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

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

ii. (a) must be proficient in the Maltese Language. However, candidates who do not possess proficiency in the

se jiġu kkunsidrat imma għandhom jipprovdu evidenza ta' profiċjenza bażika fil-lingwa Maltija qabel il-konferma tal-ħatra li hi fi żmien sena (1) mill-ingaġġ fil-każ ta' Staff Nurses/Psychiatric Mental Health Nurses appuntati bid-Degree, u sitt (6) xhur fil-każ ta' Staff Nurses/Psychiatric Mental Health Nurses appuntati bid-Diploma, billi jgħaddu b'suċċess mill-eżami fil-Basic Medical Maltese for the Healthcare Profession Part 1 tal-Università ta' Malta. Il-kors li uffiċjalment iwassal għal dan eżami huwa l-Kors in Basic Medical Maltese for the Healthcare Profession Part 1 immexxi mid-Dipartiment tal-Malti ta' Università ta' Malta. Staff Nurses/Psychiatric Mental Health Nurses impjegati b'Diploma li ma jkunux kisbu dan iċ-ċertifikat fi żmien ta' prova ta' sitt (6) xhur, jingħataw estensjoni ta' darba ta' sitt (6) xhur biex jiksbu b'suċċess dan iċ-ċertifikat, qabel il-konferma tal-ħatra tagħhom. Kwalunkwe ħlas relatat mal-kors jew assessjar tiegħu jridu jiġu mħallsa mill-kandidati prospettivi magħżula. Madankollu, tali spejjeż jistgħu jitħallsu lura permezz tal-Iskema tal-Iżvilupp Professjonali Kontinwu (CPD).

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(b) profiċjenti fil-lingwa Ingliża billi:

jipprovdu, sad-data tal-intervista, evidenza li l-kwalifika primarja fin-Nursing/Mental Health Nursing ġiet segwita bil- lingwa Ingliża;

JEW

jipprovdu, sad-data tal-intervista, ċertifikat validu tal-IELTS (International English Language Testing System) ta' band score medju ta' 6 jew ogħla f'dominji ta' komprensjoni, qari, kitba u lingwa mitkellma. Kwalifika ċċertifikata ekwivalenti għal IELTS Livell 6 (ta' band score medju ta' 6) eż. GCSE/Cambridge Grad Ċ, TOEFL (IBT): 60-8 CEFR: B2 ikunu wkoll aċċettati;

JEW

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

U

iii. fil-pussess ta' kwalifika rikonoxxuta f'Livell 5 tal-MQF (b'minimu ta' 120 krettu ECTS/ECVET jew ekwivalenti) f'Nursing/Mental Health Nursing U jkollhom ċertifikat ta' reġistrazzjoni mal-Kunsill tal-Infermiera u Qwiebel (Malta) bħala Infermier fl-Ewwel Livell (First Level Nurse), jew ikollhom isimhom imniżżel fit-Taqsimiet Speċjali tar-Reġistru

Maltese language will still be considered but have to provide evidence of basic proficiency in the Maltese Language before confirmation of appointment, which is within one (1) year of engagement in case of Staff Nurses/Psychiatric Menta Health Nurses appointed with a Degree and six (6) months in case of Staff Nurses/Psychiatric Mental Health Nurse appointed with a Diploma by being successful in the examination in Basic Medical Maltese for the Healthcare Profession Part 1 of the University of Malta. The course officially leading to this examination is the Course in Basic Medical Maltese for the Healthcare Profession Part 1 run by the Department of Maltese of the University of Malta. Staff Nurse Psychiatric Mental Health Nurses engaged with a Diploma who would have not obtained this certification within the probationary period of six (6) months, will be given a one time extension of six (6) months to successfully obtain this certification, prior to confirmation of their appointment. Any related course and assessment fees are to be paid by prospective selected candidates. However, such expenses may be claimed through the Continuous Professional Development Scheme (CPD).

AND

(b) be proficient in the English Language by:

providing proof, by the interview date, that the primary Nursing/Mental health nursing qualification was undertaken in the English language;

OR

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

OR

by providing documentation showing at least 6-month Full Time Equivalent certified work experience as a registered Nurse in the United Kingdom, Ireland or any other English Speaking country where English is the primary and/or the official language.

AND

iii. in possession of a recognised qualification at MQF level 5 with a minimum of 120 ECTS/ECVET credits or equivalent in Nursing/Mental Health Nursing AND in possession of a certificate of registration as First Level Nurse with the Council for Nurses and Midwives (Malta), or be listed in the Special Parts of the Register held by the Council

miżmum mill-Kunsill tal-Infermiera u Qwiebel (Malta) għar-rigward ta' infermiera mħarrġa f'oqsma speċjali differenti rikonoxxuti mill-imsemmi Kunsill;

JEW

iv. fil-pussess ta' kwalifika rikonoxxuta f'Livell 6 tal-MQF (suġġett għal minimu ta' 180 krettu ECTS/ECVET jew ekwivalenti) f'Nursing/Mental Health Nursing jew l-ekwivalenti tiegħu kif stabbilit mid-Dipartiment tas-Saħħa wara konsultazzjoni mal-Kunsill tal-Infermiera u l-Qwiebel U jkollhom ċertifikat ta' reġistrazzjoni mal-Kunsill tal-Infermiera u Qwiebel (Malta) bħala Infermiera fl-Ewwel Livell (First Level Nurse), jew ikollhom isimhom imniżżel fit-Taqsimiet Speċja tar-Reġistru miżmum mill-Kunsill tal-Infermiera u Qwiebel (Malta) għar-rigward ta' Infermiera mħarrġa f'oqsma speċjali differenti rikonoxxuti mill-imsemmi Kunsill.

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-kandidati jridu jiksbu il-kwalifika U jkollhom ċertifikat ta' reġistrazzjoni bħala First Level Nurse mal-Kunsill tal-Infermiera u Qwiebel (Malta) fi żmien sena mid-data tal-ħatra. Fid-dawl tan-natura ta' din il-kariga, il-ħatra ta' kull kandidat taħt din il-klawsola ssir biss meta l-kandidat jikseb ir-reġistrazzjoni pertinenti.

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

for Nurses and Midwives (Malta) in respect of nurses trained in the different special areas recognised by the said Council;

OR

iv. in possession of a recognised qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits equivalent) in Nursing/Mental Health Nursing, or its equivalent as determined by the Department of Health following consultation with the Council of Nurses and Midwives AND in possession of a certificate of registration as First Leve Nurse with the Council for Nurses and Midwives (Malta), or be listed in the Special Parts of the Register held by the Council for Nurses and Midwives (Malta) in respect of nurses trained in the different special areas recognised by the said Council.

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. Candidates must obtain the qualification AND registration as First Level Nurse with the Council for Nurses and Midwives (Malta) within one year of their appointment date. In view of the nature of this post, the appointment of any candidate under this clause will be made only when the candidate obtains the pertinent certificate of registration.

(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.

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

Sottomissjoni ta' Dokumentazzjoni

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

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

Proċeduri tal-Għażla

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

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.2, 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

4.3 Public officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

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

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

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

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

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

Submission of Supporting Documents

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

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

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 4.1–4.2, have proven relevant work experience.

Submission of Applications

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

għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT117, 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 sal 5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 24 ta' Marzu, 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 mild-Diviżjoni tal-People Management, Ministeru għas-Saħħa u l-Anzjanità Attiva, 15, Palazzo Castellania, Triq il-Merkanti, Il-Belt Valletta VLT 1171. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

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

Is-7 ta' Marzu, 2025

Active Ageing, 15, Palazzo Castellania, Triq il-Merkanti, Valletta VLT 1171, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, completely up to date (which should include a list of qualifications held by applicant and the employment history). The closing date of the receipt of applications is 5.15 p.m. (Central European Time) of Monday, 24th March, 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 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 (https://health.gov.mt) and (recruitment.health@gov.mt)

7th March, 2025

MINISTERU GĦALL-AGRIKOLTURA, IS-SAJD U D-DRITTIJIET TAL-ANNIMALI

Post ta' Veterinary Officer fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Is-Segretarju Permanenti, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, jilqa' applikazzjonijiet għall-post ta' Veterinary Officer fil-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali.

Termini u Kundizzjonijiet

2.1 Din il-ħatra hija suġġetta għal perjodu ta 'prova ta' tnax-il (12) xahar.

2.2 Is-salarju ta' Veterinary Officer huwa ta' Skala ta' Salarju 9, li fis-sena 2025 huwa ekwivalenti għal €27,145.02 fis-sena, li jiżdied b'€447.33 fis-sena sa massimu ta' €29,829.00.

2.3 Persuna fil-grad ta' Veterinary Officer (Skala 9) tiġi promossa għall-grad ta' Veterinary Officer fi Skala 8 (€28,792.02 x €486.83 - €31,713.00) wara sentejn (2) servizz fil-grad suġġett għal performance sodisfaċenti.

2.4 Persuna fil-grad ta' Veterinary Officer fi Skala 9 li diġà għandha esperjenza ppruvata ta' xogħol bħala Veterinary Officer titqiegħed fi Skala ta' Salarju 8 (€28,792.02 x €486.83 - €31,713.00 fl-2025) wara sentejn esperjenza.

2.5 Persuna magħżula fil-pussess ta' warrant biex tipprattika bħala Veterinary Surgeon u li m'għandhiex anqas minn sentejn (2) ta' prattika professjonali wara l-kisba tal-warrant tinħatar bħala Veterinary Officer fi Skala 8 (€28,792.02 x €486.83 - €31,713.00 fl-2025).

2.6 Persuna fil-grad ta' Veterinary Officer (Skala 8) titla' fi Skala 7 (€30,506.98 x €531.17 - €33,694.00 fl-2025) suġġett li l-persuna tkun qdiet dmirha b'mod sodisfaċenti, u wara erba' (4) snin servizz sodisfaċenti fi Skala ta' Salarju 8.

2.7 Persuna fil-grad ta' Veterinary Officer fi Skala ta' Salarju 8 li għandha kwalifika post-graduate relatata f'Livell 7 tal-MQF (suġġett għall-minimu ta' 90 krettu ECTS/ECVET, jew ekwivalenti*) titla' fi Skala ta' Salarju 7 (€30,506.98 x €531.17 - €33,694.00) wara sentejn (2) servizz sodisfaċenti fi Skala ta 'Salarju 8).

*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'

MINISTRY FOR AGRICULTURE, FISHERIES AND ANIMAL RIGHTS

Post of Veterinary Officer in the Ministry for Agriculture, Fisheries and Animal Rights

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Agriculture, Fisheries and Animal Rights, invites applications for the post of Veterinary Officer in the Ministry for Agriculture, Fisheries and Animal Rights.

Terms and Conditions

2.1 This appointment is subject to a probationary period of twelve (12) months.

2.2 The salary for the post of Veterinary Officer is Salary Scale 9, which in the year 2025 is equivalent to, €27,145.02 per annum, rising by annual increments of €447.33 up to a maximum of €29,829.00.

2.3 A Veterinary Officer (Scale 9) will be promoted to the grade of Veterinary Officer in Scale 8 (€28,792.02 x €486.83 - €31,713.00) on completion of two (2) years service in the grade subject to satisfactory performance.

2.4 A Veterinary Officer in Scale 9 who already possesses proven work experience as a Veterinary Officer shall be placed in Salary Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025) upon satisfying two years of experience.

2.5 A selected applicant in possession of a warrant to practice as Veterinary Surgeon and who has not less than two (2) years of professional practise after obtaining the warrant will be appointed Veterinary Officer in Scale 8 (€28,792.02 x €486.83 - €31,713.00 in 2025).

2.6 A Veterinary Officer (Scale 8) will progress to Scale 7 (€30,506.98 x €531.17 - €33,694.00 in 2025) subject to satisfactory performance, on completion of four (4) years satisfactory service in Salary Scale 8.

2.7 A Veterinary Officer in Salary Scale 8 who is in possession of a related post-graduate qualification at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) shall progress to Salary Scale 7 (€30,506.98 x €531.17 - €33,694.00) after two (2) years of satisfactory service in Salary Scale 8.

*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.

2.8 Il-persuni maħtura jkunu intitolati wkoll għal benefiċċji oħra u kundizzjonijiet u obbligi oħra kif stipulat fil-Ftehim dwar il-Klassi Veterinarja.

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 Dan il-post 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 u ta' spettorat. Il-kundizzjonijiet rilevanti elenkati fl-Att dwar l-Amministrazzjoni Pubblika u f'Direttiva 14.1 japplikaw.

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.

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 u/jew (ii) titqies bħala kariga ta' riskju għoli kif elenkat fis-Sitt Skeda tal-Att dwar l-Amministrazzjoni Pubblika u/jew (iii) tinvolvi funzjonijiet regolatorji/ispettorati kif elenkati fl-Anness tad-Direttiva 14.1.

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.

2.8 Appointees will also be entitled to such other benefits and such other conditions and obligations as stipulated in the Veterinary Class Agreement.

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 This post has been designated as a 'post/position so designated' for the purposes of sub-article 5 of Article 4 of the Public Administration Act (Cap. 595 of the Laws of Malta) and in terms of Directive 14.1 issued by the Principal Permanent Secretary on 3rd August, 2023, since it involves regulatory and inspectorate functions. The relevant conditions laid out in the Public Administration Act and Directive 14.1 apply.

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.

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 and/or (ii) is considered to be a high risk post/position as listed in the Sixth Schedule to the Public Administration Act and/or (iii) involves regulatory and inspectorate functions as listed in the Annex to Directive 14.1.

Dmirijiet

3. Id-dmirijiet għal dan il-post ta' Veterinary Officer huma:

i. Iżomm mar-responsabbiltajiet li jingħataw lilu mill-kapijiet tiegħu, u jwettaq dmirijiet bl-akbar kompetenza;

ii. Iwettaq ix-xogħol assenjat lilu sakemm dawn ma jiksrux l-etika tal-professjoni veterinarja u jkun responsabbli wkoll għas-saħħa u s-sigurtà fuq il-post tax-xogħol tal-impjegati li jassisstuh;

iii. Jingħata l-possibbiltà mill-kapijiet tiegħu ta' inkarigi barra mill-funzjonijiet ta' rutina u barra mill-ambitu tal-istess dipartiment, f'każ ta' nuqqas ta' impjegati;

iv. F'każijiet ta' emerġenza, jista' jiġi assenjat inkarigi li għalihom jingħata direzzjoni mingħand uffiċjali oħrajn, sakemm dawn ix-xogħlijiet ma jiksrux il-kodiċi ta' etika skont kif imfassla mill-Kunsill tal-Kirurġi Veterinarji, u sakemm il-kap dirett ta' fuqu jiġi infurmat bil-miktub dwar iċ-ċaqliq temporanju tal-post;

v. Jingħata r-responsabbilitajiet mill-kap tiegħu u li għandhom jinżammu biss fil-qafas tal-funzjoni mogħtija lilu fuq livell dipartimentali;

vi. Jinforza l-leġiżlazzjoni kollha, kemm Maltija u kif ukoll Ewropea, u standards internazzjonali fis-settur fejn ikun assenjat;

vii. Jiġbor l-evidenza u jippreżentaha fil-Qorti kif, fejn u jekk meħtieġ;

viii. Jiżgura li r-Regolamenti tas-Saħħa u Sigurtà fuq il-post tax-xogħol ikunu nifurzati b'mod rigoruż;

ix. Jattendi korsijiet/taħriġ kif mitlub mid-Dipartiment;

x. Jagħmel interventi kirurġiċi ġenerali li jinkludu wkoll it-tiswija tal-annimali u jagħti kura u trattament mediku lill-annimali;

xi. Kwalunkwe kompitu ieħor li s-superjuri jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

xii. Iwettaq dmirijiet oħra li jistgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;

xiii. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Duties

3. The job duties for the post of Veterinary Officer include:

i. Assumes responsibilities as delegated to him/her by his/her Senior and carry out tasks with the greatest competence;

ii. Performs tasks assigned to him/her as long as they do not breach the ethics of the veterinary profession and be responsible for the occupational health and safety of his/her support staff;

iii. Carries out tasks assigned by his/her superior, tasks which are out of the routine functions and out of the remit of the same department in case of shortage of staff;

iv. Carries out assigned tasks, in case of emergency situations, where s/he would be directed by other officers to carry them out, as long as these activities do not breach the code of ethics produced by the Veterinary Surgeons' Council and that his/her direct superior is informed in writing on his/her temporary new post;

v. Assumes responsibilities conferred to the Veterinary Officer by his/her superior, which shall lie solely within the functions assigned to him/her at a departmental level;

vi. Enforces all Maltese and European legislations and international standards in the sector to which s/he is assigned;

vii. Collects evidence and present it in court as, when and if necessary;

viii. Ensures that the relative Health and Safety Regulations are scrupulously adhered to;

ix. Attends training courses as directed by the Department;

x. Undertakes surgical operations which include neutering and general surgery including consultation and medical treatment of animals;

xi. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xii. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary;

xiii. Performs any other duties as directed by the Principal Permanent Secretary.

Rekwiżiti tal-Eliġibbiltà

4.1 Sal-ħin u d-data tal-għeluq ta' din is-sejħa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

i. a. ċittadini ta' Malta; jew

b. ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg bis-saħħa ta' leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

c. ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg minħabba li jkunu japplikaw għal dak il-pajjiż b'leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ħieles tal-ħaddiema; jew

d. kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjieg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (c), skont kif hemm fil-liġi jew fil-leġiżlazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

e. ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar 'Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)', jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18(3) tal-istess regolamenti, flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Riunifikazzjoni tal-Familji; jew

f. Fil-pussess ta' dokument tar-residenza maħruġ skont id-dokument 'Status ta' Residenza ta' Ċittadini tar-Renju Unit u l-Membri tal-Familja tagħhom f'Malta skont il-Ftehim dwar l-Irtirar tar-Renju Unit u l-Irlanda ta' Fuq mill-Unjoni Ewropea u r-Regolamenti tal-Komunità Ewropea dwar l-Enerġija Atomika'.

Għandu jintalab il-parir tat-Taqsima taċ-Ċittadinanza fi ħdan l-Aġenzija Komunità Malta u tat-Taqsima tal-Espatrijati fi ħdan Identità skont il-ħtieġa fl-interpretazzjoni tad-dispożizzjonijiet imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (c), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġiżlazzjoni sussidjarja. Jobsplus għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

ii. kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża;

Eligibility Requirements

4.1 By the closing time and date of this call for applications, applicants must be:

i. a. citizens of Malta; or

b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the abovementioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the 'Status of Long-Term Residents (Third Country Nationals) Regulations, 2006' or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the 'Family Reunification Regulations, 2007'; or

f. in possession of a residence document issued in terms of the 'Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations'.

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identità should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

ii. able to communicate in the Maltese and English languages;

U

iii. gradwati bil-warrant fil-Mediċina Veterinarja

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

AND

iii. warranted graduates in Veterinary Medicine.

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

li jappartjenu għall-klassi/linja tal-grad sostantiv immedjatament preċedenti tagħhom, u jistgħu japplikaw fuq il-bażi tal-iskala kurrenti tagħhom bħala Uffiċjal fil-Grad, li għandha tkun ekwivalenti għal, jew ogħla minn, dak li hu meħtieġ minn din is-sejħa għall-applikazzjonijiet.

Is-snin ta' servizz mid-data effettiva tal-ħatra bħala uffiċjal fil-Grad huma kkalkulati għall-iskop li jissodisfaw is-snin meħtieġa ta' 'servizz fil-grad' kif stipulat fis-sejħiet għall-applikazzjonijiet.

Kwalunke rekwiżit ieħor ta' eliġibbiltà għall-post/pożizzjoni għandu jintlaħaq f'termini ta' din is-sejħa għall-applikazzjonijiet.

Sottomissjoni ta' Dokumentazzjoni

5.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati/traskrizzjonijiet u/jew dokumenti, li kopja tagħhom għandha tkun skennjata u mibgħuta permezz tal-Portal tar-Reklutaġġ (https://recruitment.gov.mt).

5.2. Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-Għażla

6.1 L-applikanti eliġibbli jiġu assessjati minn bord tal-għażla biex jiġi ddeterminat min hu adatt għall-post. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

6.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 4.1 sa 4.4, għandhom esperjenza ta' xogħol rilevanti u ppruvata.

Sottomissjoni tal-Applikazzjoni

7.1 L-applikazzjonijiet għandhom jiġu sottomessi, għall-attenzjoni tad-Direttur għas-Servizzi Korporattivi, Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali, permezz tal-Portal tar-Reklutaġġ tal-Gvern online **biss** (https://recruitment.gov.mt). L-applikazzjonijiet għandhom jinkludu Curriculum Vitae kompletament aġġornat (li għandu jinkludi lista tal-kwalifiki tal-applikant u l-istorja tal-impjieg). Id-data tal-għeluq tal-applikazzjonijiet hija l-5.15 p.m. (Ħin Ċentrali Ewropew) ta' nhar it-Tnejn, 24 ta' Marzu, 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.

to the class/stream of their immediately previous substantive grade, and may apply on the basis of their current scale as Officer in Grade, which must be equivalent to, or higher than, what is required by this call for applications.

The years of service since the effective date of appointment as Officer in Grade are reckonable for the purpose of satisfying any requisite years of 'service in the grade' as stipulated in calls for applications.

Any other eligibility requisites for the post/position must be met in terms of this call for applications

Submission of Supporting Documents

5.1 Qualifications and experience claimed must be supported by certificates/transcripts and/or testimonials, copies of which are to be scanned and sent through the Recruitment Portal (https://recruitment.gov.mt).

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedures

6.1 Eligible applicants will be assessed by a selection board to determine their suitability for the post. The maximum mark for this selection process is 100% and the pass mark is 50%.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 to 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director Corporate Services, Ministry for Agriculture, Fisheries and Animal Rights, through the online Government Recruitment Portal **only** (https://recruitment.gov.mt). Applications are to include a Curriculum Vitae, 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 Monday, 24th March, 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 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, Agriculture Research and Innovation Hub, Triq l-Ingiered, Ħal Luqa LQA 3300. Dawn id-dispożizzjonijiet ġenerali għandhom jiġu meqjusa bħala parti integrali minn din is-sejħa għall-applikazzjonijiet.

Is-sit elettroniku u l-indirizz elettroniku tad-Direttorat huma (http://agrikoltura.gov.mt) u (humanresources.mafa@gov.mt).

Is-7 ta' Marzu, 2025

DIPARTIMENT TAL-EŻAMIJIET

Eżami għall-Applikazzjoni għall-Awtorizzazzjoni għall-persuni li jagħmlu installazzjoni tal-Elettriku skont ir-Regolamenti dwar l-Installazzjonijiet Elettriċi (L.S. 545.24) – Jannar 2025

Riżultati tal-eżamijiet tal-kitba

Id-Dipartiment tal-Eżamijiet jgħarraf li l-kandidati kollha ġew mgħarrfa dwar l-eżitu tal-Ewwel parti tal-eżami (Eżami bil-miktub) hawn fuq imsemmi. Dawk li għaddew ġew

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, Agriculture Research and Innovation Hub, Triq l-Ingiered, Ħal Luqa LQA 3300. These general provisions are to be regarded as an integral part of this call for applications.

The website address and email address of the receiving Directorate are (http://agrikoltura.gov.mt) and (humanresources.mafa@gov.mt).

7th March, 2025

DEPARTMENT OF EXAMINATIONS

Authorisation Examination for the Application of Authorisation of a Service Provider for Electrical Installations as per Electrical Installations Regulations (S.L.545.24) – January 2025

Written examinations results

The Department of Examinations notifies that all candidates have been informed about their success or otherwise in Part 1 (Written examinations) of the above

avżati bl-appuntament tal-eżami tal-Prattika u l-intervista (it-Tieni Parti).

Dawk l-applikanti li ma rċevewx din il-komunikazzjoni huma mitluba biex jikkuntattjaw minnufih lid-Dipartiment tal-Eżamijiet, bin-numru tat-telefown 2598 2958, jew b'ittra elettronika lil (myexams@gov.mt).

Is-7 ta' Marzu, 2025

ATT DWAR GVERN LOKALI
(KAP. 363)

Avviż

Bis-saħħa tar-regolament 88 tat-Tielet Skeda tal-Att dwar Gvern Lokali (Kap. 363), il-Kummissjonarji Elettorali b'dan javżaw illi se ssir elezzjoni każwali biex jimtela l-post ta' Kunsillier għall-Kunsill Lokali ta' San Pawl il-Baħar.

J. CAMILLERI
Kummissjonarju Elettorali Prinċipali

Uffiċċju tal-Kummissjoni Elettorali,
Ex-Trade Fair Grounds,
In-Naxxar.

Is-7 ta' Marzu, 2025

ATT DWAR GVERN LOKALI
(KAP. 363)

Avviż

Skont id-dispożizzjonijiet tar-regolament 89 tat-Tielet Skeda tal-Att dwar Gvern Lokali (Kap. 363), il-Kummissjonarji Elettorali javżaw illi huma se jkunu fl-Uffiċċju tal-Kummissjoni Elettorali, Ex-Trade Fair Grounds, In-Naxxar, nhar it-Tnejn, 10, it-Tlieta, 11 u l-Erbgħa, 12 ta' Marzu, 2025 mill-10.00 a.m. sa nofsinhar biex jirċievu nominazzjonijiet ta' kandidati għall-elezzjoni każwali ta' Kunsillier għall-Kunsill Lokali ta' San Pawl il-Baħar.

Il-kandidati jistgħu jissottomettu n-nomina tagħhom onlajn permezz tal-link (https://electoral.gov.mt/nominations) mill-10.00 a.m. tat-Tnejn, 10 ta' Marzu, 2025 sa nofsinhar tal-Erbgħa, 12 ta' Marzu, 2025 (ħin ta' Malta).

Il-kandidati prospettivi huma avżati li jridu jippreżentaw il-Karta tal-Identità tagħhom. F'każ li l-formola tan-nomina se tiġi ppreżentata mir-rappreżentant tal-kandidat minħabba

examinations. Successful candidates have been informed of the date of their respective Practical Test and Interview (Part II).

Those applicants who have not received the notification are advised to contact immediately the Department of Examinations on telephone number 2598 2958, or by email to (myexams@gov.mt).

7th March, 2025

LOCAL GOVERNMENT ACT
(CAP. 363)

Notice

By virtue of regulation 88 of the Third Schedule of the Local Government Act (Cap. 363), the Electoral Commissioners hereby notify that a casual election is being held to fill the vacancy of a Councillor for the Local Council of San Pawl il-Baħar.

J. CAMILLERI
Chief Electoral Commissioner

Office of the Electoral Commission,
Ex-Trade Fair Grounds,
In-Naxxar.

7th March, 2025

LOCAL GOVERNMENT ACT
(CAP. 363)

Notice

In accordance with the provisions of regulation 89 of the Third Schedule of the Local Government Act (Cap. 363), the Electoral Commissioners notify that they will be in attendance at the Office of the Electoral Commission, Ex-Trade Fair Grounds, In-Naxxar, on Monday, 10th, Tuesday 11th and Wednesday, 12th March, 2025 from 10.00 a.m. to noon to receive nominations of candidates for the casual election of a Councillor for the Local Council of San Pawl il-Baħar.

Candidates may submit their nomination online through the link: (https://electoral.gov.mt/nominations) from 10.00 a.m. of Monday, 10th March, 2025 till noon of Wednesday, 12th March, 2025 (Malta time).

Prospective candidates are advised that they must present their Identity Card. In case of illness or being abroad, the nomination form needs to be submitted by a representative

raġuni ta' mard u safar, ir-rappreżentant għandu jissottometti prokura mill-kandidat li tkun speċifika għal dan il-għan u awtentikata minn Nutar Pubbliku. Ma' kull nomina għandu jsir depożitu ta' €90.

Il-Kummissjoni Elettorali tavża wkoll li se tkun qed tivverifika l-validità tal-kandidatura/i sottomessi, bejn nofsinhar tal-Erbgħa, 12 ta' Marzu, 2025 u nofsinhar tal-Ġimgħa, 14 ta' Marzu, 2025.

J. CAMILLERI
Kummissjonarju Elettorali Prinċipali

Uffiċċju tal-Kummissjoni Elettorali,
Ex-Trade Fair Grounds,
In-Naxxar.

Is-7 ta' Marzu, 2025

MINISTERU GĦALL-AGRIKOLTURA,
IS-SAJD U D-DRITTIJIET TAL-ANNIMALI

Laqgħat ta' Informazzjoni dwar Għajnuna mill-Istat għal Skema ta' Agroforestrija għall-Bdiewa tal-Artijiet

L-Aġenzija għall-Pagamenti Agrikoli u Rurali (ARPA), fi ħdan il-Ministeru għall-Agrikoltura, is-Sajd u d-Drittijiet tal-Annimali (MAFA), tistieden lill-bdiewa interessati biex jattendu laqgħat ta' informazzjoni dwar l-Iskema tal-Agroforestrija. Dawn il-laqgħat se jipprovdu dettalji dwar l-eliġibbiltà, ir-rekwiżiti biex tapplika, u l-impenji relatati mal-iskema.

Dati u postijiet tal-laqgħat:

Is-sessjonijiet ta' informazzjoni qed isiru f'dawn id-dati:

Malta: Uffiċini tal-ARPA, l-Għammieri – it-Tlieta, 11 ta' Marzu fl-4.00 p.m., u l-Ġimgħa, 14 ta' Marzu 2025 fis-1.00 p.m.

Għawdex: Razzett Sperimentali tal-Gvern, Triq l-Imġarr, Ix-Xewkija – il-Ġimgħa, 14 ta' Marzu, 2025 fl-10.00 a.m.

Bdiewa interessati li japplikaw għall-iskema huma mħeġġa jirreġistraw biex jattendu sessjoni ta' informazzjoni billi:

Iċemplu lill-Front Office tal-ARPA fuq 2292 6148

Jibagħtu ittra elettronika lil (arpa.mafa@gov.mt).

Is-7 ta' Marzu, 2025

of the candidate. The representative must present a power of attorney drawn up exclusively for the purpose and authenticated by a Notary Public. A deposit of €90 is applicable with every nomination.

The Electoral Commission also notifies that it will verify the validity of the submitted candidature/s between noon of Wednesday, 12th March, 2025 and noon of Friday, 14th March, 2025.

J. CAMILLERI
Chief Electoral Commissioner

Office of the Electoral Commission,
Ex-Trade Fair Grounds,
In-Naxxar.

7th March, 2025

MINISTRY FOR AGRICULTURE,
FISHERIES AND ANIMAL RIGHTS

Information Sessions on State Aid for an Agroforestry Scheme for Land Farmers

The Agriculture and Rural Payments Agency (ARPA), within the Ministry for Agriculture, Fisheries and Animal Rights (MAFA), invites interested farmers to attend information sessions on the Agroforestry Scheme. These sessions will provide details on eligibility, application requirements, and commitments related to the scheme.

Session dates and locations:

Information sessions are being held on the following dates:

Malta: ARPA Offices, Għammieri – Tuesday, 11th March at 4.00 p.m., and Friday, 14th March, 2025 at 1.00 p.m.

Gozo: Governmental Experimental Farm, Triq l-Imġarr, Xewkija – Friday, 14th March, 2025 at 10.00 a.m.

Farmers interested in applying for the scheme are encouraged to register to attend one of these information sessions by:

Calling ARPA's Front Office on 2292 6148

Sending an email to (arpa.mafa@gov.mt).

7th March, 2025

AĠENZIJA SAPPORT

Lista ta' kuntratti ta' kwotazzjonijiet u direct contracts, mogħtija minn Aġenzija Sapport matul il-perjodu bejn l-1 ta' Lulju, 2024 u l-31 ta' Diċembru, 2024, ippubblikata skont l-Artikolu 111(2) tar-Regolamenti dwar il-Kuntratti Pubbliċi S.L. 601.03.

Is-7 ta' Marzu, 2025

AĠENZIJA SAPPORT

List of quotation contracts and direct contracts awarded by Aġenzija Sapport 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.

7th March, 2025

Kwotazzjonijiet
Quotations

Nru	Numru ta' Referenza tal-Kwotazzjoni	Isem tal-Kwotazzjoni/ Suġġett tal-Kwotazzjoni	Data tal-Għotja	Isem tal-Kuntrattur	Valur tal-Kuntratt VAT Eskluża
No.	*Quotation Reference Number*	*Quotation Name/Subject of Quotation*	*Award Date*	*Contractor's name*	*Contract Value Excl. VAT*
1	SAPP.24.883	Call for Quotations – The Provision of PAT Testing Services for Aġenzija Sapport	31.10.2024	Galea Curmi Egineering Services Ltd	€5,830.70

Direct Contracts

Nru	Numru ta' Referenza tad-Direct Contract	Isem tad-Direct Contract/ Suġġett tad-Direct Contract	Data tal-Għotja	Isem tal-Kuntrattur	Valur tal-Kuntratt VAT Eskluża
No.	*Direct Contract Reference Number*	*Direct Contract Name/ Subject of Direct Contract*	*Award Date*	*Contractor's name*	*Contract Value Excl. VAT*
1	SAPP.24.722	NAPPI recertification training (for 2024)	15.07.2024	NAPPI UK	€15,953.60
2	SAPP.24.1127	Lease of Conservatorio Vincenzo Bugeja – Fleur-de-Lys	05.08.2024	Conservatorio Vincenzo Bugeja	€151,200.00
3	SAPP.24.1274	Lease of additional office space in Santa Venera	20.12.2024	Maximillian & Josephine Vassallo	€131,200.00
4	SAPP.24.1384	Clinical Assessment sessions for recommendation of customised seating solutions for wheelchair (for 2025)	08.01.2025	Otto Bock Health care plc	€16,974.40
5	SAPP.24.463	Lease of 20 car spaces for PDC Offices	24.07.2024	Cutrico Services Ltd	€15,600.00
6	SAPP.24.851	Lease of Property in Balluta	22.08.2024	Archidiocese of Malta/Dar tal-Providenza	€410,647.00
7	SAPP.24.641	Provision of Psychologist Services for Aġenzija Sapport	05.07.2024	Willingness	€9,920.00
8	SAPP.24.941	Educational and Informative Marketing and Promotional slots on Fliving Channel	12.08.2024	F.Media Ltd	€8,100.00

Nru	Numru ta' Referenza tad-Direct Contract	Isem tad-Direct Contract/ Suġġett tad-Direct Contract	Data tal-Għotja	Isem tal-Kuntrattur	Valur tal-Kuntratt VAT Eskluża
No.	*Direct Contract Reference Number*	*Direct Contract Name/ Subject of Direct Contract*	*Award Date*	*Contractor's name*	*Contract Value Excl. VAT*
9	PO64770 Vote 6774	Purchase of Eye Gaze Camera for ACTU	23.09.2024	Smartbox Ltd	€8,324.70
10	PO64771 Vote 6774	Purchase of Assistive Technology Device (Accent) for ACTU	23.09.2024	Liberator Ltd	€8,570.53
11	PO64772 Vote 6774	Purchase of Talk Pads including carry cases for ACTU	23.09.2024	Smartbox Ltd	€9,267.00
12	SAPP.24.1209	Effect Communication and Decision Making Event	15.10.2024	Martin Richards	€9,958.00
13	PO63243	Calculation of Arrears for New Collective Agreement	04.11.2024	Henry Cipriott	€8,706.25
14	SAPP.24.1057	Mental Health First Aid (Accredited) Training for Aġenzija Sapport	24.09.2024	Daniela Calleja Bitar	€9,720.00
15	PO64465 SAPP.24.926 Vote7421	Plumbing and drainage work, electrical works, finishing works including internal plastering, floor and wll tiles, installation of shower, wash hand basins and fittings , and glass blocks at Mtarfa Day Centre	27.08.2024	Charles Vassallo	€9,835.00
16	PO54595 Vote6774	CCTV works and installations – Adjustment in discrepancies in the contract BOQ measurement (cable management trunking, CAT 6, type and number of CCTV cameras) to actual measurement	18.09.2024	Alberta	€8,652.69
17	PO64185 SAPP.24.760 Vote7421	Refurbishment works at Mtarfa Day Centre	31.07.2024	Christian Bezzina Turnkey Contracting	€4,665.00
18	PO64185 Capital (Vote 6774)	Tobii Dynavox I-110 and accessories	05.08.2024	SR Labs Srl	€5,735.00
19	PO65051 Capital (Vote 6774)	Furniture and Fittings-Kitchen for Ħal Kirkop Residence	18.10.2024	Clint Spiteri	€5,075.00
20	SAPP.24.1343	Non abusive psychological and physical intervention (NAPPI) training to Aġenzija Sapport personnel (for 2025)	10.12.2024	NAPPI UK	€35,186.80

DIRETTORAT TAS-SECTORAL PROCUREMENT

Lista ta' kuntratti tal-offerti u modifikazzjonijiet mogħtija mid-Direttorat tas-Sectoral Procurement matul il-perjodu bejn l-1 ta' Lulju, 2024 u l-31 ta' Diċembru, 2024, ippubblikata skont ir-Regolament 79(2)(k) tar-Regolamenti tal-Kuntratti Pubbliċi L.S. 601.03.

Is-7 ta' Marzu, 2025

SECTORAL PROCUREMENT DIRECTORATE

List of tender contracts and modifications awarded by the Sectoral Procurement Directorate during the period between 1st July, 2024 and 31st December, 2024, published in terms of Regulation 79(2)(k) of the Public Procurement Regulations S.L. 601.03

7th March, 2025

Offerti/*Tenders*

Nru *No.*	Numru tar-Referenza tal-Offerta *Tender Reference Number*	Titlu tal-Offerta/ Suġġett tal-Offerta *Tender Title/Subject of Tender*	Data tal-Għotja *Award Date*	Isem tal-Kuntrattur *Contractor's Name*	Valur tal-Kuntratt VAT Eskluża *Contract Value Excl. VAT*
1			21/8/2023	Brands International Limited	€429,432.70

Modifikazzjonijiet/*Modifications*

Numru ta' Referenza tal-Kuntratt *Contract Reference Number*	Titlu tal-Kuntratt/ Suġġett tal-Kuntratt *Contract Title/Subject of Contract*	Data Approvata *Approval Date*	Isem tal-Kuntrattur *Contractor's Name*	% Varjazzjonijiet mill-Valur Oriġinali tal-Kuntratt *% Variation from Original Contract Value*	Valur tal-Kuntratt Oriġinali VAT Eskluża *Original Contract Value Excl. VAT*	Varjazzjonijiet f'€ VAT Eskluża *Variation in € Excl. VAT*	Valur tal-Kuntratt Finali VAT Eskluża *Final Contract Value Excl. VAT*
MODIFIKAZZJONIJIET: Istitut għas-Servizzi Pubbliċi ***MODIFICATIONS: Institute for the Public Services***							
IPS/ 2023/ 002	Negotiated procedure for the design, construction and installation of an external lift and open staircase at the Institute for Public Services, Floriana	29/10/2024	Brands International Limited	€429,432.70	€429,432.70	€360.8 (insurance variance due to new legislation)	€429,793.80

KUNSILL LOKALI L-FGURA

Irmunkar ta' Vettura

Il-Kunsill Lokali l-Fgura jgħarraf li l-karozza li kienet ipparkjata fi Triq A. M. Valperga, tat-tip BMW Gold b'numru tar-reġistrazzjoni KBP 496 għal diversi xhur bil-liċenzja skaduta, ġiet irmunkata fl-4 ta' Marzu, 2025, u meħuda għand Ta' Robba Recycling Plant, Ħal Kirkop, wara tmint ijiem ta' notifika skont il-finijiet ta' Artikolu 8A, tal-Avviż Legali 94 tal-1977 kif emendat bl-Avviż Legali123 tal-2001 u Leġiżlazzjoni Sussidjarja 65.13 (Regolament dwar l-Ikkampjar u t-Tneħħija ta' Oġġetti ta' Ingombru).

Jekk sidha ma jmurx għaliha fiż-żmien stipulat mil-liġi, din se tiġi skrappjata.

Is-7 ta' Marzu, 2025

FGURA LOCAL COUNCIL

Towing of Vehicle

The Fgura local council notifies that a vehicle which was parked for a long period in Triq A. M. Valperga, of model BMW Gold with number plate KBP 496 with an expired licence, was towed on the 4th of March, 2025, and taken to Ta' Robba Recycling Plant, Ħal Kirkop, after being notified for 8 days as in virtue of Section 8A, of Legal Notice 94 of 1977 as amended with Legal Notice 123 of 2001 and Subsidiary Legislation 65.13 (Traffic Regulations regarding Clamping and Removal of Encumbering Objects).

If the owner of the said vehicle does not show up within the stipulated timeframe according to law, the said vehicle will be scrapped.

7th March, 2025

KUNSILL LOKALI BIRŻEBBUĠA

Laqgħa Annwali tal-Lokalità

Il-laqgħa annwali tal-lokalità se ssir nhar l-Erbgħa, 12 ta' Marzu, 2025, fil-Kunsill Lokali ta' Birżebbuġa, fis-7.30 p.m.

Is-7 ta' Marzu, 2025

BIRŻEBBUĠA LOCAL COUNCIL

Annual Locality Meeting

The annual locality meeting will be held on Wednesday, 12th March, 2025, at the Birżebbuġa Local Council, at 7.30 p.m.

7th March, 2025

AQUATIC RESOURCES MALTA

Aquatic Resources Malta, tgħarraf illi:

Kwotazzjonijiet jintlaqgħu minn Aquatic Resources Malta sa nofsinhar tat-Tnejn, 17 ta' Marzu, 2025, għal:

Kwot. Nru (ARM/0010/2025). Xogħlijiet ta' struttura protettiva tal-metall fil-Forti San Luċjan għall-Aquatic Resources Malta.

Id-dokumenti huma mingħajr ħlas.

Fornituri interessati għandhom jibagħtu ittra elettronika lil (procurement.arm@gov.mt), jew icemplu fuq +356 2292 6900, biex jiksbu d-dokument tas-Sejħa tal-Kwotazzjonijet.

Laqgħa ta' kjarifikazzjoni u żjara fis-sit se jsiru f'Aquatic Resources Malta, Fort San Luċjan, Triq il-Qajjenza, Marsaxlokk BBG 1283, fit-12 ta' Marzu, 2025, fil-11.00 a.m., sabiex il-partijiet interessati jkollhom fehim aħjar tas-Sejħa għall-Kwotazzjoni. Minuti tal-laqgħa se jiġu rrekordjati u mqassma lill-parteċipanti kollha interessati

Is-7 ta' Marzu, 2025

AQUATIC RESOURCES MALTA

Aquatic Resources Malta notifies that:

Quotations will be received by Aquatic Resources Malta up to noon of Monday, 17th March, 2025, for:

Quot. No. (ARM/0010/2025). Metal Protective Structure works at Fort San Luċjan for Aquatic Resources Malta

Documents are free of charge.

Interested suppliers are to send an email to (procurement.arm@gov.mt), or call on +356 2292 6900, to obtain the Request for Quotations Document.

A clarification meeting and site visit will take place at Aquatic Resources Malta, Fort San Lucjan, Triq il-Qajjenza, Marsaxlokk BBG 1283, on the 12th March, 2025, at 11.00 a.m., to provide interested parties with a better understanding of the Call for Quotation. Minutes of the meeting will be recorded and shared with all interested participants.

7th March, 2025

CENTRAL PROCUREMENT U SUPPLIES UNIT

Is-CEO għas-Central Procurement and Supplies Unit (CPSU), Ministeru għas-Saħħa u l-Anzjanità Attiva, jgħarraf illi:

Jintlaqgħu offerti elettroniċi rigward l-avviżi li ġejjin sad-9.30 a.m. tat-Ġimgħa, 28 ta' Marzu, 2025. L-offerti għandhom jintbagħtu BISS online fuq (www.etenders.gov.mt) għal:

CFT 009-3208/25. Provvista u konsenja ta' diversi water heaters għas-Saħħa tal-Kura Primarja – it-tielet pubblikazzjoni
CFT 009-3209/25. Provvista ta' mounted aluminium trunking
CFT 009-3210/25. Provvista ta' rechargeable batteries
CFT 009-3211/25. Provvista ta' led light fittings 1200mm
CFT 009-3212/25. Provvista ta' diversi mineral wool insulation
CFT 019-3213/25. Kiri ta' mobile unit/clinic għall- Klinika ta' Genito-Urinary (GU) fl-Isptar Mater Dei.
CFT 020-3214/25. Provvista ta' rapid exchange carotid stent system
CFT 020-3215/25. Provvista ta' self-expanding peripheral stent system

Id-dokumenti tal-offerta huma mingħajr ħlas.

Id-dokumenti tal-offerti jinkisbu biss mill-Electronic Public Procurement System (www.etenders.gov.mt). Ir-reġistrazzjoni hija meħtieġa sabiex ikun jista' jintuża s-sit elettroniku. Operaturi ekonomiċi Maltin għandu jkollhom l-eID tal-organizzazzjoni tagħhom sabiex ikunu jistgħu jidħlu f'dan is-sit elettroniku. Aktar tagħrif jinkiseb mis-sezzjoni tal-FAQs tal-istess sit.

Is-7 ta' Marzu, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Is-CEO (Sourcing and Supply Chain Management) għas-Central Procurement and Supplies Unit, Ministeru għas-Saħħa u l-Anzjanità Attiva, jgħarraf illi s-sottomissjonijiet tal-ERU Competitive Calls imniżżla hawn taħt għandhom jintlaqgħu sal-10.00 a.m. tat-Tnejn, 10 ta' Marzu, 2025.

ERU0303U25 – Medicinal
ERU0303U25A – Medicinal
ERU0303U25B – Medicinal
ERU0303U25C – Medicinal
ERU0303U25D – Medicinal
ERU0303U25E – Medicinal
ERU0303U25F – Medicinal
ERU0303U25G – Medicinal
ERU0303U25H – Medicinal

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The CEO for the Central Procurement and Supplies Unit (CPSU), Ministry for Health and Active Ageing, notifies that:

Electronic tenders in respect of the following notices will be received till 9.30 a.m. of Friday, 28th March, 2025. Tenders are to be submitted ONLY online on (www.etenders.gov.mt) for:

CFT 009-3208/25. Supply and delivery of Various Water Heaters for Primary Health Care – 3rd Publication
CFT 009-3209/25. Supply of mounted aluminium trunking
CFT 009-3210/25. Supply of rechargeable batteries
CFT 009-3211/25. Supply of led light fittings 1200mm
CFT 009-3212/25. Supply of various mineral wool insulation
CFT 019-3213/25. Leasing of a mobile unit/clinic for the Genito-Urinary (GU) Clinic within Mater Dei Hospital
CFT 020-3214/25. Supply of rapid exchange carotid stent system
CFT 020-3215/25. Supply of self-expanding peripheral stent system

These tender documents are free of charge.

Tender documents are only obtainable from the Electronic Public Procurement System (www.etenders. gov.mt). Registration is required in order to make use of this website. Maltese economic operators need to be in possession of their organisation eID in order to access this website. More information is available from the FAQ section of the same website.

7th March, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The CEO (Sourcing and Supply Chain Management) for the Central Procurement and Supplies Unit within the Ministry for Health and Active Ageing, notifies that submissions for the below listed ERU Competitive Calls will be received up to 10.00 a.m. on Monday, 10th March, 2025.

ERU0303U25 – Medicinal
ERU0303U25A – Medicinal
ERU0303U25B – Medicinal
ERU0303U25C – Medicinal
ERU0303U25D – Medicinal
ERU0303U25E – Medicinal
ERU0303U25F – Medicinal
ERU0303U25G – Medicinal
ERU0303U25H – Medicinal

ERU0303U25I – Medicinal
ERU0303U25J – Medicinal
ERU0303U25K – Medicinal
ERU0303U25L – Medicinal
ERU0303U25M – Medicinal
ERU0303U25N – Medicinal
ERU0303U25O – Medicinal
ERU0303U25P – Medicinal
ERU0303U25Q – Medicinal
ERU0303U25R – Medicinal
ERU0303U25S – Medicinal
ERU0303U25T – Medicinal
ERU0303U25U – Medicinal
ERU0303U25V – Medicinal
ERU0303U25W – Medicinal
ERU0303U25X – Medicinal
ERU0403U25 – Devices
ERU0403U25 – Medicinal
ERU0403U25A – Medicinal
ERU0403U25B – Medicinal
ERU0403U25C – Medicinal
ERU0403U25D – Medicinal
ERU0403U25E – Medicinal
ERU0403U25F – Devices
ERU0403U25G – Medicinal
ERU0403U25H – Medicinal
ERU0403U25I – Medicinal
ERU0403U25J – Medicinal
ERU0403U25K – Devices
ERU0403U25L – Devices
ERU0403U25M – Devices

Sejħiet kompetittivi tal-Emergency Response Unit (ERU) jistgħu jitniżżlu mis-sit elettroniku tas-CPSU.

Sottomissjonijiet għal din is-sejħa għal kompetizzjoni għandhom jiġu sottomessi skont l-istruzzjonijiet mogħtija fid-dossier.

Is-7 ta' Marzu, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Is-CEO (Sourcing and Supply Chain Management) għas-Central Procurement and Supplies Unit, Ministeru għas-Saħħa u l-Anzjanità Attiva, jgħarraf illi s-sottomissjonijiet tal-ERU Competitive Calls imniżżla hawn taħt għandhom jintlaqgħu sal-10.00 a.m. tat-Tlieta, 11 ta' Marzu, 2025.

ERU0503U25 – Devices
ERU0503U25 – Medicinal
ERU0503U25A – Medicinal
ERU0503U25B – Medicinal

ERU0303U25I – Medicinal
ERU0303U25J – Medicinal
ERU0303U25K – Medicinal
ERU0303U25L – Medicinal
ERU0303U25M – Medicinal
ERU0303U25N – Medicinal
ERU0303U25O – Medicinal
ERU0303U25P – Medicinal
ERU0303U25Q – Medicinal
ERU0303U25R – Medicinal
ERU0303U25S – Medicinal
ERU0303U25T – Medicinal
ERU0303U25U – Medicinal
ERU0303U25V – Medicinal
ERU0303U25W – Medicinal
ERU0303U25X – Medicinal
ERU0403U25 – Devices
ERU0403U25 – Medicinal
ERU0403U25A – Medicinal
ERU0403U25B – Medicinal
ERU0403U25C – Medicinal
ERU0403U25D – Medicinal
ERU0403U25E – Medicinal
ERU0403U25F – Devices
ERU0403U25G – Medicinal
ERU0403U25H – Medicinal
ERU0403U25I – Medicinal
ERU0403U25J – Medicinal
ERU0403U25K – Devices
ERU0403U25L – Devices
ERU0403U25M – Devices

Emergency Response Unit (ERU) Competitive Calls can be downloaded from the CPSU website.

Submissions for this call for competition are to be submitted as per instructions given in the dossier.

7th March, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The CEO (Sourcing and Supply Chain Management) for the Central Procurement and Supplies Unit within the Ministry for Health and Active Ageing, notifies that submissions for the below listed ERU Competitive Calls will be received up to 10.00 a.m. on Tuesday, 11th March, 2025.

ERU0503U25 – Devices
ERU0503U25 – Medicinal
ERU0503U25A – Medicinal
ERU0503U25B – Medicinal

Sejħiet kompetittivi tal-Emergency Response Unit (ERU) jistgħu jitniżżlu mis-sit elettroniku tas-CPSU.

Sottomissjonijiet għal din is-sejħa għal kompetizzjoni għandhom jiġu sottomessi skont l-istruzzjonijiet mogħtija fid-dossier.

Is-7 ta' Marzu, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Is-CEO (Sourcing and Supply Chain Management) għas-Central Procurement and Supplies Unit (CPSU), Ministeru għas-Saħħa u l-Anzjanità Attiva, jgħarraf illi:

CFT 020-3141/25. Provvista ta' 'single use atraumatic clip applier', ippubblikat fil-Gazzetta tal-Gvern tat-18 ta' Frar, 2025, ġie mħassar.

Is-7 ta' Marzu, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

B'referenza għall-offerta elettronika CFT 009-3187/25. Provvista u konsenja ta' 'point-of-care handheld ultrasound units', ippubblikata fil-Gazzetta tal-Gvern tal-Ġimgħa, 28 ta' Frar, 2025, id-data tal-għeluq ġiet estiża għall-Ġimgħa, 28 ta' Marzu, 2025.

B'referenza għall-offerta elettronika CFT 009-3133/25. Xiri ta' 'flexible hysteroscopes (Qty 4) + rigid hysteroscopes', ippubblikata fil-Gazzetta tal-Gvern tal-Ġimgħa, 14 ta' Frar, 2025, id-data tal-għeluq ġiet estiża għat-Tnejn, 17 ta' Marzu, 2025.

Is-7 ta' Marzu, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

Iċ-Chief Executive Officer – CPSU (Sourcing and Supplies Chain Management) għas-Central Procurement and Supplies Unit fil-Ministeru għas-Saħħa u l-Anzjanità Attiva, jgħarraf illi:

Jintlaqgħu sottomissjonijiet elettroniċi għal Preliminary Market Consultation (PMC) rigward l-avviż li ġej sal-10.00 a.m. tal-Erbgħa, 9 ta' April, 2025.

PMC Ref. Nru #21-6504/25. Flow cytometry fluorochrome labelled monoclonal antibody panels, għad-Dijanjożi ta' Haematological Malignancies, fid-Dipartiment tal-Patoloġija.

Dokumenti tal-Preliminary Market Consultation jinkisbu mingħajr ħlas u l-informazzjoni għandha tintbagħat BISS online lil (www.etenders.gov.mt).

Is-7 ta' Marzu, 2025

Emergency Response Unit (ERU) Competitive Calls can be downloaded from the CPSU website.

Submissions for this call for competition are to be submitted as per instructions given in the dossier.

7th March, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The CEO (Sourcing and Supply Chain Management) for the Central Procurement and Supplies Unit (CPSU), Ministry for Health and Active Ageing, notifies that:

CFT 020-3141/25. Supply of a single use atraumatic clip applier, published in the Government Gazette of 18th February, 2025, has been cancelled.

7th March, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

With reference to the electronic tender CFT 009-3187/25. Supply and delivery of point-of-care handheld ultrasound units, published in the Government Gazette of Friday, 28th February, 2025, the closing date is being extended to Friday, 28th March, 2025.

With reference to the electronic tender CFT 009-3133/25. Purchase of flexible hysteroscopes (Qty 4) + rigid hysteroscopes, published in the Government Gazette of Friday, 14th February, 2025, the closing date is being extended to Monday, 17th March, 2025.

7th March, 2025

CENTRAL PROCUREMENT AND SUPPLIES UNIT

The Chief Executive Officer – CPSU (Sourcing and Supplies Chain Management) for the Central Procurement and Supplies Unit within the Ministry for Health and Active Ageing notifies that:

Electronic submission of information for Preliminary Market Consultation (PMC) in respect of the following notice will be received up to 10.00 a.m. of the Wednesday, 9th April, 2025.

PMC Ref. No. #21-6504/25. Flow cytometry fluorochrome labelled monoclonal antibody panels, for the Diagnosis of Haematological Malignancies, at the Pathology Department.

Preliminary Market Consultation documents are available free of charge and information is to be submitted ONLY online on (www.etenders.gov.mt).

7th March, 2025

KUNSILL LOKALI BORMLA

Il-Kunsill Lokali Bormla jgħarraf li:

Sejħiet għall-offerti għandhom jintlaqgħu permezz tal-ePPS mill-Kunsill Lokali Bormla sal-11.30 a.m. ta' nhar il-Ġimgħa, 28 ta' Marzu, 2025, għal:

Avviż Nru KLBO 01/2025. Provvista u konsenja ta' arbli tad-dawl dekorattivi għall-Kunsill Lokali Bormla.

Id-dokumenti tal-offerta huma bla ħlas u jiġu miksuba/ imniżżla u milqugħa BISS minn fuq is-sit elettroniku tal-etenders (www.etenders.gov.mt).

Kull kjarifika jew addenda lid-dokument jittellgħu fuq is-sit elettroniku u wieħed jista' jarahom jew iniżżilhom mill-istess sit.

Is-7 ta' Marzu, 2025

BORMLA LOCAL COUNCIL

The Bormla Local Council notifies that:

Tenders will be received at the Bormla Local Council through ePPS up to 11.30 a.m. on Friday, 28th March, 2025, for:

Advt No. KLBO 01/2025. Supply and delivery of decorative lamp posts for the Bormla 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 quotation document will be uploaded and available to view and download from this same website.

7th March, 2025

AVVIŻI TAL-QORTI – *COURT NOTICES*

601

B'digriet tat-3 ta' Lulju, 2024, mogħti mill-Qorti Ċivili Prim'Awla, din il-Qorti ordnat il-pubblikazzjoni tal-estratt li jidher hawn taħt biex iservi ta' notifika skont l-Artikolu 187(3) tal-Kodiċi tal-Proċedura u Organizzazjoni Ċivili (Kap. 12)

Illi b'rikors ippreżentat mis-soċjetà 35°14° Capital SCC plc bin-numru tar-reġistrazzjoni C105417, taġixxi għan-nom ta' Cell Couros fil-31 ta' Jannar, 2024, fl-atti tas-Subbasta numru 17/22 fl-ismijiet Bank of Valletta plc bin-numru tar-reġistrazzjoni C2833 vs Maria Dolores Grech (KI 66543M) et qed titlob:

Illi fil-mori tal-proċeduri odjerni, is-soċjetà esponenti akkwistat mingħand is-soċjetà Bank of Valletta plc id-drittijiet, it-titoli, l-interessi u l-benefiċċji kollha inkluż id-drittijiet litiġjużi fil-konfront tal-intimati, inkluż iżda mhux limitatament is-subbasta odjerna, u dan bħala parti minn bejgħ ta' portafoll ta' non performing loans, lill-istess soċjetà esponenti. Għal kull bon fini, kopja tal-ittra ta' notifika tat-trasferiment li ntbagħtet mill-Bank lid-debituri in osserva tar-regolamenti tal-Att dwar is-Securitisation Kap. 484 tal-Liġijiet ta' Malta annessa mar-rikors.

Għaldaqstant u in vista tas-su espost, is-soċjetà esponenti qiegħda titlob bir-rispett lil din l-Onorabbli Qorti sabiex prevja kull dikjarazzjoni xierqa u opportuna, jogħġobha tawtorizza lis-soċjetà esponenti tassumi l-atti ta' din is-subbasta minflok il-Bank ai termini tal-artikolu 810 tal-Kap.12 tal-Liġijiet ta' Malta.

By a decree of the 3rd July, 2024, given by the Civil Court First Hall, the Court ordered that the extract hereunder mentioned be published for the purpose of service according to article 187(5) of the Code of Organisation and Civil Procedure (Cap. 12).

That by an application filed by the company 35°14° Capital SCC plc with the registration number C105417, acting on behalf of Cell Couros on the 31st January, 2024, in the acts of Judicial Sale by auction number 17/22 in the names Bank of Valletta plc with registration number C2833 vs Maria Dolores Grech (ID 66543M) et is asking:

That in the course of present proceedings, the exponent company acquired from the company Bank of Valletta plc all the rights, titles, interest and all the benefits including the litigious rights against the respondent, including but not limited to the judicial sale, and this as a part of a sale of non-performing loans, to the same representative company. For all purposes, a copy of the notification transfer letter sent by the bank to the debtors in compliance with the regulations at the Securitisation Act Cap. 484 of the Laws of Malta attached to the application.

Thus due to above mentioned, the exponent company is respectfully asking to this Honourable Court such that subject to any appropriate and opportune declarations, it authorise the applicant company to assume the acts in Judicial Sale by Auction instead of the bank in terms of article 810 of Chapter 12 of the Laws of Malta.

Il-Qorti ordnat in-notifika lill-partijiet b'ġimgħa żmien għar-risposta.

Reġistru tal-Qorti Prim'Awla, illum il-Ġimgħa, 21 ta' Frar, 2025

MARVIC FARRUGIA
Għar-Reġistratur tal-Qrati Ċivili u Tribunali

The court ordered the notification to the parties within a week to reply.

Registry of the Civil Court First Hall, today Friday, 21st February, 2025

MARVIC FARRUGIA
For the Registrar Civil Courts and Tribunals

602

B'digriet mogħti mill-Qorti tal-Appell, Sede Superjuri, fis-27 ta' Novembru, 2024, fl-atti tar-Rikors numru 105/2011 fl-ismijiet L&M Camilleri Limited (C3590) vs Panor Limited (C27001), ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront ta' Panor Limited a tenur tal-Artikolu 187(3) et sequitur tal-Kap. 12.

Permezz tar-Rikors tal-Appell numru 105/2011 ippreżentat fl-10 ta' Ottubru, 2024, s-soċjetà appellanti L&M Camilleri Limited ħassitha aggravata bis-sentenza mogħtija mill-Prim'Awla tal-Qorti nhar l-20 ta' Settembru, 2024, fil-kawża u fl-ismijiet premessi abbażi tal-aggravji, inter alia, li l-Ewwel Qorti kienet legalment u fattwalment żbaljata fil-konklużjonijiet tagħha dwar dak li seħħ qabel u fil-kuntratt tas-7 ta' Diċembru, 2006, u bl-ebda mod ma setgħet tikkonkludi li s-soċjetà esponenti aġixxiet in male fede. Inoltre fattwalment ma jirriżultax lanqas mill-provi prodotti li kien twaqqa' xi bini (penthouse) u l-Ewwel Qorti kkonkludiet ħażin ukoll li l-esponenti setgħet tinsisti fuq ir-rexissjoni tal-kuntratt tas-7 ta' Diċembru, 2006.

Għaldaqstant, is-soċjetà titlob bir-rispett lil din l-Onorabbli Qorti tal-Appell jogħġobha tirriforma d-deċiżjoni tal-Prim'Awla Qorti Ċivili tal-20 ta' Settembru, 2024, fl-ismijiet premessi, billi filwaqt li tikkonferma l-parti fejn hija ċaħdet it-talba rikonvenzjonali u astjeniet milli tieħu konjizzjoni tal-ewwel, it-tieni u t-tielet talba tas-soċjetà appellanta, tirrevoka, tħassar u tannulla l-kumplament tas-sentenza u konsegwentament tilqa' ir-raba', il-ħames u s-sitt talba tas-soċjetà appellanta bl-ispejjeż taż-żewġ istanzi kontra s-soċjetà appellata

Notifika: Panor Limited, 14, Panorama Building, Bay Junction, San Ġiljan

Reġistru tal-Qrati tal-Appell (Superjuri), illum 17 ta' Frar, 2025

DOTT. FRANCO BONDIN, LLD, M. JUR.
Għar-Reġistratur, Qrati Ċivili u Tribunali

By means of a decree delivered by the Court of Appeal, Superior Jurisdiction, on the 27th November, 2024, in the records of Application number 105/2011 in the names L&M Camilleri Limited (C3590) vs Panor Limited (C27001), the following publication was ordered for the purpose of effecting service on Panor Limited in terms of section 187(3) et sequitur of Cap. 12.

In virtue of Appeal Application number 105/2011 filed on the 10th October, 2024, the appellant company L&M Camilleri Limited felt aggrieved by the judgment given by the First Hall Civil Court on the 20th September, 2024, in the cause and in the names premised on the grounds, inter alia, that the Court of First Instance was legally and factually mistaken in its conclusions regarding what had happened before and in the contract of the 7th December, 2006, and by no means could it conclude that the appellant company acted in bad faith. Also, factually, it does not result from the evidence produced that some building (penthouse) had been demolished and the Court of First Instance also wrongly concluded that the applicant could insist on the rescission of the contract dated 7th December, 2006.

Therefore, the company respectfully requests this Honourable Court of Appeal to reform the decision of the First Hall Civil Court dated the 20th September, 2024, in the names premised, by, whilst confirming the part whereby it dismissed the counterclaim and abstained from taking cognizance of the first, second and third claims by the appellant company, revoking, cancelling and annulling the rest of the judgment and consequently upholds the fourth, fifth and sixth claims by the appellant company with the costs of both instances against the respondent company.

Notification: Panor Limited, 14, Panorama Building, Bay Junction, St Julian's

Registry of the Courts of Appeal (Superior jurisdiction), this day 17th February, 2025

DR FRANCO BONDIN, LLD, M. JUR.
For the Registrar, Civil Courts and Tribunals

603

Avviż mir-Reġistru Qorti Ċivili (Sezzjoni Familja)

Billi r-rikorrent David Brincat (K.I. 690861M)) ippreżenta rikors ġuramentat (numru 21/2025JPG) fejn talab il-korrezzjoni tal-Att tat-Twelid ta' Sarah Jane Brincat bin-numru 680/1990 fir-Reġistru Pubbliku.

Kull min jidhirlu li għandu interess u jrid jopponi dik it-talba, b'dan l-avviż huwa msejjaħ sabiex ifisser il-fehma tiegħu, b'nota li għandha tiġi ppeżentata fir-Reġistru ta' dawn il-Qrati fi żmien ħmistax-il ġurnata mill-ħruġ ta' dan l-avviż fil-Gazzetta tal-Gvern.

Dawk illi, fiż-żmien fuq imsemmi, ikunu ppreżentaw dik in-nota, għandhom jiġu notifikati b'kopja tar-rikors ġuramentat hawn fuq imsemmi bil-ġurnata li tingħata għas-smigħ tal-kawża.

B'ordni tal-Qorti,

Reġistru tal-Qorti Superjuri,

Illum 4 ta'Marzu, 2025

LORRAINE DALLI
Għar-Reġistratur, Qrati Ċivili u Tribunali

Notice Registry of the Civil Court (Family Section)

Whereas the plaintiff David Brincat (I.D. 690861M) filed an application under oath (number 21/2025JPG) demanding corrections the Act of Birth of Sarah Jane Brincat number 680/1990 in the Public Registry.

Whosoever may have an interest therein, and wishes to oppose that demand, is hereby called upon to do so, by means of a note to be filed in the Registry of these Courts, within fifteen days from the day of the publication of this present notice in the Government Gazette.

Those who, within the aforesaid time, shall have filed such note, shall be notified by the service of a copy of the said application under oath, of the day which will be appointed for the hearing of the case.

By order of the Court,

Registry of the Superior Court,

This 4th March, 2025

LORRAINE DALLI
For Registrar, Civil Courts and Tribunals

604

B'digriet tat-Tribunal għal Talbiet Żgħar, tat-2 ta' Ottubru, 2024, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12) fil-konfront ta' Keith Micallef.

National Insurance Brokers Limited (C84564) ta' 89 Ground Floor, ATL Business Centre, Triq il-Kanun, Santa Venera SVR 9035, Malta, ippreżentat Talba, fit-30 ta' Settembru, 2024, fejn talbet lit-Tribunal sabiex jikkundanna lil Keith Micallef (KI 0478679M) ta' 20 Our Spot, Triq iż-Żnuber, Ħ'Attard, Malta, sabiex iħallas is-soċjetà attriċi s-somma ta' €3,812.29, liema ammont huwa dovut lis-soċjetà attriċi.

Bl-ispejjeż u bl-imgħaxijiet

Il-kawża (Avviż numru 266/2024MB) hija differita għas-27 ta' Marzu, 2025, fis-1.15 p.m.

Reġistru tal-Qorti tal-Maġistrati (Malta), illum 4 ta' Marzu, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

By a decree of the Small Claims Tribunal of the 2nd October, 2024, the publication of the following extract was ordered for the purpose of service on the respondent Keith Micallef in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

National Insurance Brokers Limited (C 84564) of 89 Ground Floor, ATL Business Centre, Triq il-Kanun, Santa Venera SVR 9035, Malta, filed a Claim on the 30th September 2024, whereby they asked the Tribunal to condemn Keith Micallef (ID 0478679M) of 20 Our Spot, Triq iz-Znuber, Attard, to pay the plaintiff company the sum of €3812.29, which amount is due to the plaintiff company.

With costs and interests

The case (Claim number 266/2024MB) is deferred on the 27th March, 2025, at 1.15 p.m.

Registry of the Courts of Magistrates (Malta), today 4th March, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

605

B'digriet mogħti mill-Qorti tal-Maġistrati (Malta) fit-18 ta' Novembru, 2024, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Tuning Fork Advisory Limited (C 90114) ta' Nouv, Triq Mro Frank Galea, Ħaż-Żebbuġ, Malta, ippreżentat talba fis-6 ta' Awwissu 2024 fejn talbet lill-Qorti sabiex tikkundanna lil JK Security Limited (C90106) ta' 49, Lower Deck, Triq in-Nutar Zarb, Ħ'Attard, sabiex tħallas lis-soċjetà attrici s-somma ta' €7,964.96, liema ammont huwa dovut lill-attriċi.

Bl-ispejjeż u bl-imgħax legali

Il-kawża (Avviż numru 159/2024NHV) fl-ismijiet Tuning Fork Advisory Limited vs JK Security Limited tinsab differita għall-10 ta' Marzu, 2025, fil-9.45 a.m.

Notifika: JK Security Limited (C90106) ta' 49, Lower Deck, Triq in-Nutar Zarb, Ħ'Attard

Reġistru tal-Qorti tal-Maġistrati (Malta), illum 4 ta' Marzu, 2025

ALEXANDRA DEBATTISTA
Ghar-Registratur, Qrati u Tribunali

By a decree of the Court of Magistrates (Malta) of the 18th November, 2024, the publication of the following extract was ordered for the purpose of service in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

Tuning Fork Advisory Limited (C 90114) of Nouv, Triq Mro Frank Galea, Ħaż-Żebbuġ, Malta, filed a Claim on the 6th August 2024, whereby they asked the Court to condemn JK Security Limited (C90106) of 49, Lower Deck, Triq in-Nutar Zarb, Ħ'Attard, to pay the plaintiff the sum of €7,964.96, which amount is due to the plaintiff.

With costs and legal interests

The case (Notice number 159/2024NHV) in the names Tuning Fork Advisory Limited vs JK Security Limited is postponed for hearing for the 10th March, 2025, at 9.45 a.m.

Notification: JK Security Limited (C90106) of 49, Lower Deck, Triq in-Nutar Zarb, Ħ'Attard

Registry of the Courts of Magistrates (Malta), today 4th March, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

606

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-25 ta' Frar, 2025, u dan wara Rikors b'numru 239/2025, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li jagħmel l-annotazzjoni jew korrezzjoni neċessarja fl-Att taż-Żwieġ numru 808/2022, billi l-isem tal-familja jinbidel minn 'Tanti' għal 'Abela Tanti'.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 3 ta' Marzu, 2025

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 25th February, 2025, and upon an application numbered 239/2025, ordered:

To the Director of the Public Registry, to make the necessary annotation or correction in the Act of Marriage number 808/2022, by changing the family name from 'Tanti' to 'Abela Tanti'.

Court of Revision of Notarial Acts

Today Monday, 3rd March, 2025

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

607

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-25 ta' Frar, 2025, u dan wara Rikors b'numru 241/2025, ordnat:

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 25th February, 2025, and upon an application numbered 241/2025, ordered:

Lid-Direttur tar-Reġistru Pubbliku, li jagħmel l-annotazzjoni jew korrezzjoni neċessarja fl-Att tat-Twelid bin-numru 5966/2015, billi kull fejn jidher l-isem 'Miroslav Artemovich', dan jiġi mibdul għal 'Miroslav' kif ukoll sabiex isem il-missier u l-omm jiġu mibdula minn 'Artem Kontantinovich' (kif jidher fuq l-Att tat-Twelid bin-numru 5966/2015) għal 'Artem' u minn 'Olga Yuryevna' għal 'Olga' rispettivament.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 3 ta' Marzu, 2025

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

To the Director of the Public Registry, to make the necessary annotation or correction in the Act of Birth with number 5966/2015, by changing wherever the name 'Miroslav Artemovich' appears to 'Miroslav' and also that the names of the father and mother are to be changed from 'Artem Kontantinovich' (as it appears on Act of Birth numbered 5966/2015) to 'Artem'and from 'Olga Yuryevna' to 'Olga' respectively.

Court of Revision of Notarial Acts

Today Monday, 3rd March, 2025

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

608

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-25 ta' Frar, 2025, u dan wara Rikors b'numru 240/2025, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li jagħmel l-annotazzjoni jew korrezzjoni neċessarja fl-Att tat-Twelid bin-numru 5967/2015, billi kull fejn jidher l-isem 'Ariana Artemovna', dan jiġi mibdul għal 'Ariana' kif ukoll sabiex isem il-missier u l-omm jiġu mibdula minn 'Artem Konstantinovich' għal 'Artem'u minn 'Olga Yuryevna' għal 'Olga' rispettivament.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 3 ta' Marzu, 2025

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 25th February, 2025, and upon an application numbered 240/2025, ordered:

To the Director of the Public Registry, to make the necessary annotation or correction in the Act of Birth with number 5967/2015, by changing wherever the name 'Ariana Artemovna' appears to 'Ariana' and also that the names of the father and mother are to be changed from 'Artem Konstantinovich' to 'Artem'and from 'Olga Yuryevna' to 'Olga' respectively.

Court of Revision of Notarial Acts

Today Monday, 3rd March, 2025

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

609

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-25 ta' Frar, 2025, u dan wara Rikors b'numru 1293/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li jagħmel l-annotazzjoni jew korrezzjoni neċessarja fl-Att tal-Mewt ta' Doris Vella numru 2392/2023, billi fil-kolonna intestata: 'Dokument tal-Identità jiżdied: '0026231 (M)'. Fil-kolonna 'tat-twelid' jiżdied: 'Żejtun' biex jinqara: 'Żejtun, Malta'; biex fil-kolonna: 'Isem u kunjom il-ġenituri inkluż il-kunjom fit-twelid, jekk humiex ħajjin jew mejtin' jiżdied: 'il-ġenitur (1): 'Joseph Bonnici', 'Bonnici' u 'mejjet'; il-ġenitur (2): 'Josephine Bonnici' 'Bugeja' u 'mejta'.

Qorti ta' Reviżjoni tal-Atti Nutarili

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 25th February, 2025, and upon an application numbered 1293/2024, ordered:

To the Director of the Public Registry, to make the necessary annotation or correction in the Act of Death of Doris Vella numbered 2392/2023, by adding in the column headed: 'Identification Document': '0026231 (M)'. In the column 'place of birth': 'Żejtun' to read: 'Żejtun, Malta'; and in the column: 'Name and surname of the parents including their surname at birth, whether alive or dead': 'parent (1): 'Joseph Bonnici', 'Bonnici' and 'dead'; parent (2): 'Josephine Bonnici' 'Bugeja' and 'dead'.

Court of Revision of Notarial Acts

Illum it-Tnejn, 3 ta' Marzu, 2025

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

Today Monday, 3rd March, 2025

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

610

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-25 ta' Frar, 2025, u dan wara Rikors b'numru 212/2025, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li jagħmel l-annotazzjoni jew korrezzjoni neċessarja fl-Atti tat-Twelid numri 6795/2020 u 1294/2022, biex il-kunjom taż-żewġ minuri Ali u Tasneem kif ukoll il-kunjom taż-żewġ ġenituri fuq dawn iż-żewġ atti tat-twelid jiġi korrett minn 'Aoud' għal 'Awad'.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 3 ta' Marzu, 2025

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 25th February, 2025, and upon an application numbered 212/2025, ordered:

To the Director of the Public Registry, to make the necessary annotation or correction in Acts of Birth with numbers 6795/2020 and 1294/2022, so that the surname of the two minors Ali and Tasneem and also the surname of both parents on these two acts of birth are to be corrected from 'Aoud' to 'Awad'.

Court of Revision of Notarial Acts

Today Monday, 3rd March, 2025

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

611

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tal-25 ta' Frar, 2025, u dan wara Rikors b'numru 242/2025, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li jagħmel l-annotazzjoni jew korrezzjoni neċessarja fl-Att tat-Twelid bin-numru 438/2020, billi kull fejn jidher il-kunjom: 'Abdulazez', dan jiġi korrett għal 'Abdalaziz' kif ukoll sabiex isem in-nannu patern jiġi korrett minn 'Heidar' għal 'Haidar'.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum it-Tnejn, 3 ta' Marzu, 2025

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 25th February, 2025, and upon an application numbered 242/2025, ordered:

To the Director of the Public Registry, to make the necessary annotation or correction in the Act of Birth with number 438/2020, so that wherever the surname: 'Abdulazez' appears, it is corrected to 'Abdalaziz' and also the paternal grandfather's name is to be corrected from 'Heidar' to 'Haidar'.

Court of Revision of Notarial Acts

Today Monday, 3rd March, 2025

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

612

Bandu għall-Kuraturi

Repubblika ta' Malta

Lill-Uffiċjal Eżekuttiv tal-Qorti tal-Maġistrati (Għawdex)

Ikun jaf kulħadd illi b'digriet mogħti fis-27 ta' Frar, 2025, il-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri,

Banns for Curators

Republic of Malta

To the Executive Officer of the Court of Magistrates (Gozo)

It is hereby notified that by a decree issued on the 27th February, 2025, the Court of Magistrates (Gozo), Superior

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 fis-27 ta' Frar, 2025, ġie ordnat li jintgħażel kuratur deputat skont il-liġi sabiex jirrappreżenta lill-persuna jew persuni mhux magħrufa intitolati għall-ħlas taċ-ċens annwu u perpetwu tal-immobbli hawn taħt deskritt u dan fl-atti taċ-ċedola ta' depożitu u fidi ta' ċens bin-numru 5/2025 fl-ismijiet Elizabeth Vella vs Kuraturi Deputati sabiex jirrappreżenta lill-persuna jew persuni mhux magħrufa intitolati għall-ħlas taċ-ċens perpetwu tal-immobbli hawn taħt deskritt, liema ċedola ġiet ippreżentata fis-8 ta' Jannar, 2025, fil-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, u fl-attijiet l-oħrajn kollha relattivi u sussegwenti.

L-immobbli oġġett ta' din iċ-ċedola huwa:

Il-fond bin-numri uffiċjali 12, 13, 14 u 15, fi Triq Sir Mikelanġ Refalo, ġja magħrufa bħala Triq il-Provigarju, kantuniera ma' Triq l-Arċipriet Saver Cassar, Ir-Rabat, Għawdex.

Din il-proprjetà hija suġġetta għall-ekwivalenti llum ta' tlett ċenteżmu (€0.03c) ċens annwu u perpetwu, liema ammont l-esponenti ma jafux lil min jitħallas.

Illi r-rikorrenti trid tifdi dan iċ-ċens ai termini tal-artiklu 1501 tal-Kodiċi Ċivili, u għalhekk qed tiddepożita l-ammont ta' sittin ċenteżmu (€0.60c) li jirrappreżenta r-rata ta' ċens annwu kapitalizzata bil-5%, u kif ukoll qed tiddepożita s-somma ta' wieħed u għoxrin ċenteżmu (€0.21c) bħala arretrati ta' ħlas ta' ċens, biex b'hekk qed tiddepożita s-somma komplessiva ta' wieħed u tmenin ċenteżmu (€0.81c), liema somma tista' tiġi żbankata mill-intimati wara li titħalla d-debita riċevuta skont il-liġi.

Inti, uffiċjal eżekuttiv tal-Qorti tal-Maġistrati (Għawdex), għaldaqshekk ordnat li twaħħal kopja uffiċjali ta' dan il-bandu fid-daħla ta' din il-Qorti u ssejjaħ b'dan lil kull min irid jidħol bħala kuratur biex jidher fi żmien sitt (6) ijiem f'dan ir-Reġistru u jagħmel b'nota d-dikjarazzjoni illi huwa jidħol għal dan.

Inti ordnat ukoll li tgħarraf lil kull wieħed illi jekk ma jagħmilx din id-dikjarazzjoni fiż-żmien fuq mogħti, din il-Qorti tgħaddi biex tagħżel kuratur tal-uffiċċju. U wara li tkun għamilt dan, jew jekk tiltaqa' ma' xi xkiel fl-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. Simone Grech,

Jurisdiction, General Section, ordered the publication of the extract reproduced below in terms of article 931 (3) of the Code of Organisation and Civil Procedure.

By a decree issued on the 27th of February, 2025, it was ordered that a deputy curator be chosen according to the law to represent the unknown person or persons entitled to the payment of the annual and perpetual ground rent of the property described below and this in the records of schedule of deposit and redemption of ground rent bearing number 5/2025 in names Elizabeth Vella vs Deputy Curators to represent the unknown person or persons entitled to the payment of the perpetual ground rent of the property described below, which schedule of deposit was filed on the 8th of January, 2025, in the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, and in all other relative and subsequent acts.

The immovable property subject to this schedule of deposit is:

The premises officially numbered 12, 13, 14 and 15, in Triq Sir Mikelanġ Refalo, formerly known as Triq il-Provigarju, corner with Triq l-Arċipriet Saver Cassar, Victoria, Gozo.

This property is subject to the equivalent today of three cents (€0.03c) annual and perpetual rent, which amount the applicant does not know to whom it is to be paid.

That the applicant wishes to redeem this ground rent in terms of article 1501 of the Civil Code, and is therefore depositing the amount of sixty cents (€0.60c) which represents the annual ground rent rate capitalized at 5%, and she is also depositing the sum of twenty-one cents (€0.21c) being arrears of ground rent payment, thus she is depositing the total sum of eighty-one cents (€0.81c), which sum may be withdrawn by the respondents after due receipt is tendered in accordance with the law.

You, executive officer of the Court of Magistrates (Gozo) are therefore ordered to affix an official copy of this notice at the entrance of this Court and thereby summon anyone who wants to be nominated as a curator to appear within a period of six (6) days in this Registry and file a note declaring that he so wishes.

You are also ordered to inform each and every one that if they do not file this declaration within the time given above, this Court will proceed to choose a curator of the office. And after you have done this, or if you encounter any obstacle in the execution of this order, you should inform this Court.

Given by the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, mentioned above, with the testimony of Magistrate Dr Simone Grech, BA, LLD, Mag.

BA, LLD, Mag. Jur. (Eur. Law), Maġistrat tal-Qorti hawn fuq imsemmija.

Illum 27 ta' Frar, 2025

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

Jur. (Eur. Law), a Magistrate of the aforementioned Court.

Today the 27th of February, 2025

Registry of the Court of Magistrates (Gozo), Superior Jurisdiction, General Section

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Courts and Tribunals (Gozo)

613

Bandu għall-Kuraturi

Repubblika ta' Malta

Lill-Uffiċjal Eżekuttiv tal-Qorti tal-Maġistrati (Għawdex)

Ikun jaf kulħadd illi b'digriet mogħti fis-17 ta' Frar, 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 fis-17 ta' Frar, 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 467/2024 fl-ismijiet 'Joseph Matthew Attard vs Kuraturi Deputati sabiex jirrappreżentaw lis-sidien mhux magħrufa ta' ċens annwu u perpetwu imsemmi fl-istess ċedola', ippreżentata fl-10 ta' Diċembru, 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:

Biċċa art fil-limiti parrokkjali ta' San Lawrenz, Għawdex, bil-kejl ta' ċirka tliet mija u sebgħin metru kwadru (370m²), konfinanti mill-Punent ma' beni ta' Joseph Azzopardi u l-aventi kawża tiegħu, min-Nofsinhar ma' beni ta' Wistin Axiaq jew l-aventi kawża tiegħu, mil-Lvant ma' beni tal-familja Caruana jew l-aventi kawża tagħha u mill-Majjistral ma' beni tal-esponent u ta' oħtu Dorothea Deguara, jew irjieħ verjuri, kif murija fuq il-pjanta annessa maċ-ċedola, suġġetta għaċ-ċens annwu u perpetwu ta' tnax-il ċenteżmu tal-ewro (€0.12c).

Illi l-esponenti jrid jipprevalixxi ruħu mill-fakultà mogħtija lilu mill-Artikolu 1501 et sequitur tal-Kodiċi Ċivili, u jifdi dan iċ-ċens skont il-liġi, liema somma ta' €0.12c kapitalizzata bil-ħamsa fil-mija (5%) tammonta għal sittin ċenteżmu tal-ewro (€0.60c), li qed tiġi depożitata a favur

Banns for Curators

Republic of Malta

To the Executive Officer of the Magistrates' Court (Gozo)

It is hereby notified that by a decree given on the 17th of February, 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 17th of January, 2025, it was ordered that a deputy curator be chosen according to the law to represent the unknown owners of the annual and perpetual ground rent in the acts of the schedule of deposit and contextual redemption of ground rent bearing number 467/2024 in names 'Joseph Matthew Attard vs Deputy Curators to represent the unknown owners of an annual and perpetual ground rent mentioned in the same schedule of deposit', filed on the 10th December, 2024, in the Court of Magistrates (Gozo) Superior Jurisdiction, General Section, and in all other relative and subsequent acts.

The immovable object of this schedule of deposit is:

A plot of land within the parish limits of San Lawrenz, Gozo, measuring approximately three hundred and seventy square metres (370m²), bordering on the west with the property of Joseph Azzopardi and his heirs, on the south with the property of Wistin Axiaq or his heirs, on the east with the property of the Caruana family or its heirs and on the northwest with the property of the applicant and his sister Dorothea Deguara, or more correct boundaries, as shown on the plan annexed to the schedule of deposit, subject to an annual and perpetual ground rent of twelve euro cents (€0.12c).

That the applicant wishes to avail himself of the faculty granted to him by Article 1501 et sequitur of the Civil Code, and redeem this ground rent in accordance with the law, which sum of €0.12c capitalized at five percent (5%) amounts to sixty euro cents (€0.60c), which is being deposited in

l-intimat bħala ħlas ta' fidi ta' dan iċ-ċens sabiex tkun tista' tiġi liberament żbankata mill-istess intimat wara li titħalla riċevuta skont il-liġi.

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., Maġistrat tal-Qorti hawn fuq imsemmija.

Illum 17 ta' Frar, 2025

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

favour of the respondent as payment for the redemption of this ground rent so that it can be freely withdrawn by the same respondent after tendering due receipt in accordance with the law.

You are therefore ordered to affix an official copy of this notice at the entrance of this Court and hereby summon anyone who wants to appear as curator to appear within six (6) days in this Registry and make a note declaring so.

You are also ordered to inform one and all that if they do not file this declaration within the time granted above, this Court will proceed to choose a curator of the office. And after you have done this, or if you encounter any obstacle in the execution of this order, you should inform this Court.

Issued by the Court of Magistrates (Gozo), Superior Jurisdiction, General Section mentioned above with the testimony of the Magistrate Dr Brigitte Sultana LLD, LLM (Cardiff), Adv. Trib. Eccl. Melit., a Magistrate of the aforementioned Court.

This 17th of February, 2025

Registry of the Court of Magistrates (Gozo), Superior Jurisdiction, General Section

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Courts and Tribunals (Gozo)

614

Bandu għall-Kuraturi

Repubblika ta' Malta

Lill-Uffiċjal Eżekuttiv tal-Qorti tal-Maġistrati (Għawdex)

Ikun jaf kulħadd illi b'digriet mogħti fis-27 ta' Frar 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 fis-27 ta' Frar, 2025, ġie ordnat li jintgħażel kuratur deputat skont il-liġi sabiex jirrappreżenta lill-persuna jew persuni mhux magħrufa intitolati għall-ħlas taċ-ċens annwu u perpetwu tal-immobbli hawn taħt deskritt u dan fl-atti taċ-ċedola ta' depożitu u fidi ta' ċens bin-numru 49/2025 fl-ismijiet Manfred ERich Helmut Sierke et vs Kuraturi Deputati sabiex jirrappreżentaw lill-persuna jew persuni mhux magħrufa intitolati għall-ħlas taċ-ċens perpetwu tal-immobbli hawn taħt deskritt, liema ċedola ġiet

Banns for Curators

Republic of Malta

To the Executive Officer of the Court of Magistrates (Gozo)

It is hereby notified that by a decree issued on the 27 February 2025, the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, ordered the publication of the extract reproduced below in terms of article 931 (3) of the Code of Organisation and Civil Procedure.

By a decree issued on the 27th of February, 2025, it was ordered that a deputy curator be chosen according to the law to represent the unknown person or persons entitled to the payment of the annual and perpetual ground rent of the property described below and this in the records of schedule of deposit and redemption of ground rent bearing number 49/2025 in names Manfred Erich Helmut Sierke et vs Deputy Curators to represent the unknown person or persons entitled to the payment of the perpetual ground rent of the property

ippreżentata fit-13 ta' Frar, 2025, fil-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, u fl-attijiet l-oħrajn kollha relattivi u sussegwenti.

L-immobbli oġġett ta' din iċ-ċedola huwa:

Il-fond numru ħamsa u erbgħin (45), fi Triq il-Blata, L-Għarb, Għawdex, bil-ġnien anness magħha u konfinanti mill-Majjistral mat-triq, mil-Lbiċ ma' proprjetà ta' Nikola Cassar, mill-Grigal ma' proprjetà tal-familja Caruana, jew irjieħ aktar korretti, kif muri fuq il-pjanta annessa maċ-ċedola.

Din il-proprjetà hija suġġetta għall-ekwivalenti llum ta' żewġ ewro u tlieta u tletin ċenteżmu (€2.33c) ċens annwu u perpetwu, liema ammont l-esponenti ma jafux lil min jitħallas.

Illi r-rikorrenti jridu jifdu dan iċ-ċens ai termini tal-artiklu 1501 tal-Kodiċi Ċivili, u għalhekk qed jiddepożitaw l-ammont ta' sitta u erbgħin ewro u sittin ċenteżmu (€46.60c) li jirrappreżenta r-rata ta' ċens annwu kapitalizzata bil-5%, u kif ukoll qed jiddepożitaw s-somma ta' tlieta u għoxrin ewro u tletin ċenteżmu (€23.30) rappreżentanti arretrati ta' ċens, biex b'hekk qed jiddepożitaw total ta' disgħa u sittin ewro u disgħin ċenteżmu (€69.90c), liema somma tista' tiġi żbankata mill-intimati wara li titħalla d-debita riċevuta skont il-liġi.

Inti, uffiċjal eżekuttiv tal-Qorti tal-Maġistrati (Għawdex), għaldaqshekk ordnat li twaħħal kopja uffiċjali ta' dan il-bandu fid-daħla ta' din il-Qorti u ssejjaħ b'dan lil kull min irid jidħol bħala kuratur biex jidher fi żmien sitt (6) ijiem f'dan ir-Reġistru u jagħmel b'nota d-dikjarazzjoni illi huwa jidħol għal dan.

Inti ordnat ukoll li tgħarraf lil kull wieħed illi jekk ma jagħmilx din id-dikjarazzjoni fiż-żmien fuq mogħti, din il-Qorti tgħaddi biex tagħżel kuratur tal-uffiċċju. U wara li tkun għamilt dan, jew jekk tiltaqa' ma' xi xkiel fl-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., Maġistrat tal-Qorti hawn fuq imsemmija.

Illum 27 ta' Frar 2025

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

described below, which schedule of deposit was filed on the 13th of February, 2025, in the Court of Magistrates (Gozo) Superior Jurisdiction, General Section, and in all other relative and subsequent acts.

The immovable property subject to this schedule of deposit is:

The premises number forty-five (45), in Triq il-Blata, Għarb, Gozo, with the garden annexed thereto and bordering on the north-west with the street, on the southwest with the property of Nikola Cassar, on the northeast with the property of the Caruana family, or more correct boundaries, as shown on the plan annexed to the schedule of deposit.

This property is subject to the equivalent today of two euros and thirty-three cents (€2.33c) annual and perpetual rent, which amount the applicants do not know to whom it is paid.

That the applicants wish to redeem this ground rent in terms of article 1501 of the Civil Code, and are therefore depositing the amount of forty-six euros and sixty cents (€46.60c) representing the annual ground rent rate capitalized at 5%, and they are also depositing the sum of twenty-three euros and thirty cents (€23.30) representing arrears of ground rent, thus depositing a total amount of sixty-nine euros and ninety cents (€69.90c), which sum may be withdrawn by the respondents after they tender due receipt according to law.

You, executive officer of the Court of Magistrates (Gozo) are therefore ordered to affix an official copy of this notice at the entrance of this Court and thereby summon anyone who wants to be nominated as a curator to appear within a period of six (6) days in this Registry and file a note declaring that he so wishes.

You are also ordered to inform each and every one that if they do not file this declaration within the time given above, this Court will proceed to choose a curator of the office. And after you have done this, or if you encounter any obstacle in the execution of this order, you should inform this Court.

Given by the Court of Magistrates (Gozo) Superior Jurisdiction, General Section, mentioned above, with the testimony of Magistrate Dr Brigitte Sultana LLD, Ll.M. (Cardiff), Adv. Trib. Eccl. Melit., a Magistrate of the aforementioned Court.

Today the 27 of February 2025

Registry of the Court of Magistrates (Gozo), Superior Jurisdiction, General Section

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Courts and Tribunals (Gozo)

615

ARB/C024/2025 – ORDNI TAL- IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fid-26 ta' Frar, 2025, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Leonard Caruana, LLD). Kumpilazzjoni Numru 194/2025, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

SEAN ATTARD, gwardjan, ta' 30 sena, iben Dorianne Attard xebba Attard, imwieled Tal-Pietà, Malta, fis-27 ta' Mejju, 1994, u residenti f'49, Block A, Flat 6, Triq l-Indipendenza, Ħaż-Żebbug, Malta, u detentur ta' karta tal-identità Maltija bin-numru 182394M.

CARLOS PACE, xufier, ta' 23 sena, iben Keith Pace u Lucianne Cutajar xebba Cutajar, imwieled Tal-Pietà, Malta, fit-12 ta' Jannar, 2002, u residenti f'49, Triq Stiefnu Zerafa, Il-Marsa, u/jew 7, Triq il-Lunzjata, Santa Venera, u detentur ta' karta tal- identità Maltija bin-numru 31302L.

YOUSEF ESSESI, 'tattoist', ta' 33 sena, iben Abdussalam Essesi u Bernardette Vella xebba Pirotta, imwieled Tal-Pietà, Malta, fis-2 ta' Ottubru, 1991, u residenti f'1, 'Air De Mer', Flat 6, Triq Efesu, San Pawl il-Baħar, u detentur ta' karta tal-identità Maltija bin-numru 509491M.

U

CLEAVEN PACE, ma jaħdimx, ta' 19 sena, iben Keith Pace u Maria Grixti xebba Grixti, imwieled Tal-Pietà, Malta, fit-8 ta' April, 2005, u residenti f'49, Triq Stiefnu Zerafa, Il-Marsa, u detentur ta' karta tal- identità Maltija bin-numru 138805L.

Il-Qorti ORDNAT is-sekwestru f'idejn terzi persuni b'mod ġenerali l-flejjes u l-proprjetà mobbli kollha li jkunu dovuti lil, jew imissu lil, jew li jkunu proprjetà ta' SEAN ATTARD, CARLOS PACE, YOUSEF ESSESI u CLEAVEN PACE u pprojbietom milli jittrasferixxu, jagħtu b'rahan, iwiegħdu, jipotekaw, jew xort'oħra jiddisponu minn xi proprjetà mobbli u dan ai termini tal-Artikolu 22A tal-Ordinanza dwar il-Mediċini Perikoluži, Kap. 101 tal-Liġijiet ta' Malta

Il-Qorti AWTORIZZAT lill-imputati li jirċievu l-ammont ta' tlettax-il elf disa' mija u sitta u sebgħin ewro u erbgħa u għoxrin ċenteżmu (€13,976.24) fis-sena, minn fejn għandhom jiġu speċifikati liema flejjes jistgħu jitħallsu jew jiġu rċevuti mill-imputati matul is-sussistenza ta' din l-ordni, ossija s-sors, il-mod u l-modalitajiet l-oħra tal-ħlas inkluži salarju, paga, pensjoni u/jew benefiċċji tas-sigurtà

ARB/C024/2025 – FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 26th February, 2025, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Leonard Caruana, LLD). Compilation Number 194/2025, in the case:

The Republic of Malta

Versus

SEAN ATTARD, security, 30 years, son of Dorianne Attard née Attard, born in Tal-Pietà, Malta, on the 14th April, 1994, and residing at 49, Block A, Flat 6, Triq l-Indipendenza, Ħaż-Żebbuġ, Malta, and holder of a Maltese identity card bearing number 182394M.

CARLOS PACE, taxi driver, 23 years, son of Keith Pace and Lucianne Cutajar née Cutajar, born in Tal-Pietà, Malta, on the 12th January, 2002, and residing at 49, Triq Stiefnu Zerafa, Marsa, and/or 7, Triq il-Lunzjata, Santa Venera, and holder of a Maltese identity card bearing number 31302L.

YOUSEF ESSESI, tattooist, 33 years, son of Abdussalam Essesi and Bernadette Vella née Pirotta, born in Tal-Pietà, Malta, on the 2nd October, 1991, and residing at 1, 'Air De Mere', Flat 6, Triq Efesu, St Paul's Bay, and holder of a Maltese identity card bearing number 509491M.

AND

CLEAVEN PACE, unemployed, 19 years, son of Keith Pace and Maria (Maria Rosaria) née Grixti, born in 'Tal-Pietà, Malta, on the 8th April, 2005, and residing at 49, Triq Stiefnu Zerafa, Marsa, and holder of a Maltese identity card bearing number 138805L.

The Court ORDERED the attachment in the hands of third parties in general of all moneys and other movable property due to or pertaining or belonging to SEAN ATTARD, CARLOS PACE, YOUSEF ESSESI and CLEAVEN PACE and prohibits the said accused from transferring, pledging, hypothecating or otherwise disposing of any movable or immovable property and this in terms of Article 22A of the Dangerous Drugs Ordinance, Cap. 101 of the Laws of Malta.

The Court AUTHORISED the said accused to receive the amount of thirteen thousand, nine hundred and seventy-six euro and twenty-four cents (€13,976.24) per year, from which it shall be specified what moneys may be paid or received by the accused during the existence of this order, including the source, method and other modalities of payments including salary, wages, pension and/or social security benefits.

soċjali. B'dan illi kull entità finanzjarja hija ordnata li b'nota tinforma l-Qorti f'liema kont jew minn liema kont ikunu qed jiġu rċevuti l-istess flejjes

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 22A tkun ħatja ta' reat u teħel meta tinstab ħatja multa ta' mhux iżjed minn ħdax-il elf, sitt mija u sitta u erbgħin ewro u sebgħa u tmenin ċenteżmu (€11,646.87) jew priġunerija għal żmien ta' mhux iżjed minn tnax-il 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 4 ta' Marzu, 2025

IS-SUR GABRIEL BONANNO
Aġent Direttur, Uffiċċju għall-Irkupru tal-Assi

Provided that every financial entity is ordered to present a note by which it informs the Court in which account or from which account these moneys are taken.

Any person who acts in contravention of the court order as mentioned in Article 22A referred to above shall be guilty of an offence and shall on conviction be liable to a fine (multa) not exceeding eleven thousand and six hundred and forty-six euro and eighty-seven cents (€11,646.87), or to imprisonment for a period not exceeding twelve 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 4th March, 2025

MR GABRIEL BONANNO
Acting Director, Asset Recovery Bureau

616

ARB/C025/2025 – ORDNI TA' QBID U FFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fit-3 ta' Marzu, 2025, mill-Qorti tal-Maġistrati (Malta) bħala Qorti Istruttorja (il-Maġistrat Dott. Joseph Gatt, LLD). Kumpilazzjoni Numru 201/2025, fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

JURGEN CASSAR, impjegat, ta' 39 sena, iben Joseph Cassar u Georgina Cassar xebba Felice, imwieled Tal-Pietà fit-30 ta' Lulju, 1985, u residenti f''Redentore', 53, Triq l-Aħwa Zammit, Ħal Qormi, u detentur ta' karta tal-identità Maltija bin-numru 428585M.

Il-Qorti ORDNAT is-sekwestru ta' kwalunkwe proprjetà li tkun f'idejn partijiet terzi li dwarha jkun hemm raġuni valida sabiex jitwemmen li l-proprjetà hija suġġetta għall-konfiska, u qed iżżomm u tipprojbixxi lill-imputat JURGEN CASSAR 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' tmien mitt ewro (€800), u dan ai termini tal-Artikolu 5, tal-Att kontra Money Laundering, Kap. 373 tal-Ligijiet ta' Malta, 23A tal-Kodiċi Kriminali, Kap. 9 tal-Liġijiet ta' Malta, u tal-Artikolu 36 (1) u tal-Artikolu 36 (4) (a) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta.

Kull persuna li tagħmel xi ħaġa bi ksur tal-ordni tal-Qorti msemmi fl-Artikolu 5, fl-Artikolu 23A, fl-Artikolu 36 (1) u

ARB/C025/2025 – SEIZING AND FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 3rd March, 2025, given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Joseph Gatt, LLD). Compilation Number 201/2025, in the case:

The Republic of Malta

Versus

JURGEN CASSAR, employed, 39 years, son of Joseph Cassar and Georgina Cassar née Felice, born in Tal-Pieta' on the 30th July, 1985, and residing at 'Redentore', 53, Triq l-Aħwa Zammit, Ħal Qormi, and holder of Maltese identity card bearing number 428585M.

The Court ORDERED the attachment of any property in the hands of third parties for which there is reasonable cause to believe that the property is subject to confiscation, and is restraining and prohibiting the accused JURGEN CASSAR 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 eight hundred euro (€800), and this in terms of Article 5, of the Prevention of Money Laundering Act, Cap. 373 of the Laws of Malta, 23A of the Criminal Code, Cap. 9 of the Laws of Malta, and Article 36 (1) and Article 36 (4) (a) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta.

Any person who acts in contravention of the court order mentioned in Article 5, Article 23A, Article 36 (1) and Article

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 4 ta' Marzu, 2025

IS-SUR GABRIEL BONANNO
Aġent Direttur, Uffiċċju għall-Irkupru tal-Assi

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 4th March, 2025

MR GABRIEL BONANNO
Acting Director, Asset Recovery Bureau

617

ARB/C027/2019 – VARJAZZJONI TAL-ORDNI TAL-IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fil-25 ta' Frar, 2025, mill-Qorti tal-Maġistrati (Malta) bħala Qorti ta' Ġudikatura Kriminali (il-Maġistrat Dott. Leonard Caruana, LLD). Kumpilazzjoni numru 250/2019, fil-kawża fl-ismijiet:

The Republic of Malta

Kontra

VLADIMIR PETROPOLJAC;

U

MARIANNA LEONIDOVNA PETROPOLJAC, direttur, ta' 43 sena, bint Leonid Dmitrievic Ivanov u Liudmila Mikhailovna Ivanova, imwielda r-Russja fis-27 ta' Frar, 1981, u residenti f'20, 'Ondine', Flat 11, High Street, Tas-Sliema, u detentriċi ta' karta tal-identità Maltija bin-numru 629317L u passaport Malti bin-numru 1300076.

Il-Qorti AWTORIZZAT lill-imputata MARIANNA LEONIDOVNA PETROPOLJAC sabiex tesegwixxi s-segwenti pagamenti mill-kont tal-bank intestat f'isem l-imputata li jispiċċa -1606 hekk kif imniżżla sussegwentement:

a) Pagament fl-ammont ta' €465.28 lil GasanMamo Insurance Ltd, rappreżentanti s-somma ta' €229.27 bħala premium tal-polza tal-assigurazzjoni bir-referenza numru I4043-0387832 u s-somma ta' €236 għat-tiġdid tal-liċenzja tat-triq tal-istess vettura msemmija fid-digriet datat 25 ta' Frar, 2025;

b) Pagament fl-ammont ta' €335.27 lil GasanMamo Insurance Ltd, rappreżentanti is-somma ta' €181.27 bħala

ARB/C027/2019 – VARIATION OF A FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 25th February, 2025, given by the Court of Magistrates (Malta) as a Court of Criminal Judicature (Magistrate Dr Leonard Caruana, LLD). Compilation Number 250/2019, in the case:

The Republic of Malta

Versus

VLADIMIR PETROPOLJAC;

AND

MARIANNA LEONIDOVNA PETROPOLJAC, director, 43 years, daughter of Leonid Dmitrievic Ivanov and Liudmila Mikhailovna Ivanova, born in Russia on the 27th February, 1981 and residing at 20, 'Ondine', Flat 11, High Street, Sliema and holder of Maltese identity card bearing number 629317L and Maltese passport bearing number 1300076.

The Court AUTHORISES the accused MARIANNA LEONIDOVNA PETROPOLJAC to carry out the following payments from the bank account registered in the name of the accused ending in -1606, as listed hereunder:

a) Payment in the amount of €465.28 to GasanMamo Insurance Ltd, representing the sum of €229.27 as insurance premium on policy number I4043-0387832 and the sum of €236 representing the road license for the same vehicle mentioned in the decree dated 25th February, 2025;

b) Payment in the amount of €335.27 to GasanMamo Insurance Ltd, representing the sum of €181.27 as insurance

premium tal-polza tal-assigurazzjoni bir-referenza numru I4043-0287477 u is-somma ta' €154 għat-tiġdid tal-liċenzja tat-triq tal-istess vettura msemmija fid-digriet datat 25 ta' Frar, 2025.

Il-Qorti AWTORIZZAT ukoll lil MAPFRE MSV Life plc sabiex talloka s-somma ta' €278.69 attwalment miżmuma sabiex tiġi kreditata versu l-polza bir-referenza numru 30010514.

Illi din l-awtorizzazzjoni tal-Qorti għall-ħlas ta' dawn l-ispejjeż jibqa' jgħodd u jiswa għal kull meta jinqalgħu, mingħajr il-ħtieġa li jiġi ppreżentat rikors kull darba li jkun hemm dawn l-imsemmija spejjeż.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 36 (4) (b)(ii) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-Liġijiet ta' Malta, wara digriet ta' ordni tal-iffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Gabriella Vella, LLD) fil-25 ta' April, 2019, li ġiet ippubblikata fil-Gazzetta tal-Gvern fit-30 ta' April, 2019, fejn il-Qorti ordnat is-sekwestru f'idejn terzi persuni b'mod ġenerali, tal-flejjes u l-proprjetà mobbli jew immobbli kollha li huma dovuti lil, jew imissu lil, jew li huma proprjetà ta' Vladimir Petropoljac u MARIANNA LEONIDOVNA PETROPOLJAC.

Illum 4 ta' Marzu, 2025

IS-SUR GABRIEL BONANNO
Aġent Direttur, Uffiċċju għall-Irkupru tal-Assi

premium on policy number I4043-0287477 and the sum of €154 representing the road license for the same vehicle mentioned in the decree dated 25th February, 2025.

The Court further AUTHORIZES MAPFRE MSV Life plc to allocate the sum of €278.69 currently held in suspense to be credited towards policy number 30010514.

That this Court authorisation for the execution of these expenses shall remain valid and applicable each time these payments are due, without the need to submit an application every time these expenses are encountered.

This variation is being published in terms of Article 36 (4)(b)(ii) of the Proceeds of Crime Act, Cap. 621 of the Laws of Malta, following a freezing order which decree was given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Gabriella Vella LL.D) on the 25th April, 2019, which was published in the Government Gazette on the 30th April, 2019, 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 Vladimir Petropoljac and MARIANNA LEONIDOVNA PETROPOLJAC.

Today 4th March, 2025

MR GABRIEL BONANNO
Acting Director, Asset Recovery Bureau

618

ARB/C036/2019 – VARJAZZJONI TAL-ORDNI TAL-IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fil-25 ta' Frar, 2025, mill-Qorti Kriminali (l-Onor. Imħallef Dott. Neville Camilleri, LLD). Fil-kawża fl-ismijiet:

Il-Pulizija
(l-Ispettur Kevin Pulis)
(l-Ispettur Jonathan Cassar)

Kontra

MICHAEL HEARN, ta' 39 sena, bin Gary George u Stephanie xebba Pace, imwieled f'Barking u Dagenham, fl-Ingilterra, fl-24 ta' Ġunju, 1985, u residenti f'4, St Stephen Crt, Blk F, Fl. 3, Triq is-Snajja', L-Imsida, u detentur ta' karta tal-identità Maltija bin-numru 748518L u passaport Brittaniku bin-numru 537050200.

Il-Qorti AWTORIZZAT lill-imputat MICHAEL HEARN sabiex iħallas għat-tiġdid tal-polza tal-assigurazzjoni bir-

ARB/C036/2019 – VARIATION OF A FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 25th February, 2025, given by the Criminal Court (the Hon. Mister Justice Dr Neville Camilleri, LLD). In the case:

The Police
(Inspector Kevin Pulis)
(Inspector Jonathan Cassar)

Versus

MICHAEL HEARN, 39 years, son of Gary George and Stephanie née Pace, born in Barking and Dagenham, England, on the 24th June, 1985, and residing at 4, St Stephen Crt, Blk F, Fl. 3, Triq is-Snajja', Msida, and holder Maltese identity card bearing number 748518L and British passport bearing number 537050200.

The Court AUTHORISED the accused MICHAEL HEARN to pay the renewal of the insurance policy with

referenza numru LMPV006943 miżmuma min Laferla Insurance Agency Limited u l-liċenzja tat-triq tal-istess vettura rreġistrata f'isem imputat. Dawn il-pagamenti għandhom isiru mill-kont tal-bank intestat f'isem l-imputat li jispiċċa -9724 u li huwa miżmum mal-Bank of Valletta plc.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 22A (3) tal-Ordinanza dwar il-Mediċini Perikoluż, Kap. 101 tal-Liġijiet ta' Malta, wara digriet ta' ordni tal-iffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Monica Vella, LLD), fil-15 ta' Ġunju, 2019, li ġiet ippubblikata fil-Gazzetta tal-Gvern fl-20 ta' Ġunju, 2019, fejn il-Qorti ordnat is-sekwestru f'idejn terzi persuni b'mod ġenerali, tal-flejjes u l-proprjetà mobbli jew immobbli kollha li huma dovuti lil, jew imissu lil, jew li huma proprjetà ta' MICHAEL HEARN.

Illum 5 ta' Marzu, 2025

IS-SUR GABRIEL BONANNO
Aġent Direttur, Uffiċċju għall-Irkupru tal-Assi

reference number LMPV006943 held by Laferla Insurance Agency Limited and the road license for the same vehicle registered in the name of the accused. These payments must be carried out from the bank account listed in the name of the accused ending in -9724 and held with Bank of Valletta plc.

This variation is being published in terms of Article 22A (3) of the Dangerous Drugs Ordinance, Cap. 101 of the Laws of Malta, following a freezing order which decree was given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Monica Vella LL.D) on the 15th June, 2019, which was published in the Government Gazette on the 20th June, 2019, 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 MICHAEL HEARN.

Today 5th March, 2025

MR GABRIEL BONANNO
Acting Director, Asset Recovery Bureau

619

ARB/C037/2020 – VARJAZZJONI TAL-ORDNI TAL-IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fit-3 ta' Marzu, 2025, mill-Qorti Kriminali (l-Onor. Imħallef Dott. Natasha Galea Sciberras, LLD). Fil-kawża fl-ismijiet:

Il-Pulizija
(l-Ispettur Lianne Bonello)
(l-Ispettur Ian Camilleri)
(l-Ispettur Danilo Francalanza)

Kontra

MURIEL MICALLEF;

NATALIE MICALLEF;

MARTIN MICALLEF, ta' 69 sena, bin il-mejtin Paul Micallef u Catherine Micallef xebba Cuschieri, imwieled Tal-Pietà, Malta, fil-21 ta' Diċembru, 1955, residenti f'Marshall Court, Block D, Flat 66, Triq ir-Rebħa, Il-Gżira, u detentur tal-karta tal-identità Maltija bin-numru 64856M.

AND

NICOLE MICALLEF;

Il-Qorti AWTORIZZAT lill-imputat MARTIN MICALLEF sabiex iħallas il-kontijiet ta' self miżmuma mal-Bank of Valletta plc tal-kontijiet bin-numri li jispiċċaw

ARB/C037/2020 – VARIATION OF A FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 3rd March, 2025, given by the Criminal Court (the Hon. Madam Justice Dr Natasha Galea Sciberras, LLD). In the case:

The Police
(Inspector Lianne Bonello)
(Inspector Ian Camilleri)
(Inspector Danilo Francalanza)

Versus

MURIEL MICALLEF;

NATALIE MICALLEF;

MARTIN MICALLEF, 69 years, son of the late Paul Micallef and the late Catherine Micallef née Cuschieri, born in tal-Pietà, Malta, on the 21st December, 1955, residing at Marshall Court, Block D, Flat 66, Triq ir-Rebħa, Gżira, and holder of Maltese identity card bearing number 64856M.

AND

NICOLE MICALLEF;

The Court AUTHORISES the accused MARTIN MICALLEF to pay the loans with account numbers ending in -8628 and -8686 respectively and held with the Bank of

-8628 u -8686 rispettivament. Illi dawn il-ħlasijiet se jiġu eżegwiti mill-kont tal-bank intestat f'isem l-akkużat MARTIN MICALLEF li jispiċċa -9019 u li huwa miżmum mal-Bank of Valletta plc.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 5 (3) tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta, wara digriet ta' ordni tal-iffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Donatella Frendo Dimech, LLD) fl-24 ta' Settembru, 2020, li ġiet ippubblikata fil-Gazzetta tal-Gvern fid-29 ta' Settembru, 2020, fejn il-Qorti ordnat is-sekwestru f'idejn terzi persuni b'mod ġenerali, tal-flejjes u l-proprjetà mobbli jew immobbli kollha li huma dovuti lil, jew imissu lil, jew li huma proprjetà ta' Muriel Micallef, Natalie Micallef, MARTIN MICALLEF u Nicole Micallef.

Illum 5 ta' Marzu, 2025

IS-SUR GABRIEL BONANNO
Aġent Direttur, Uffiċċju għall-Irkupru tal-Assi

Valletta plc. That such payments shall be carried out from the bank account registered in the name of the accused MARTIN MICALLEF ending in -9019 and held with the Bank of Valletta plc.

This variation is being published in terms of Article 5 (3) of the Prevention of Money Laundering Act, Cap. 373 of the Laws of Malta, following a freezing order which decree was given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Donatella Frendo Dimech, LLD) on the 24th September, 2020, which was published in the Government Gazette on the 29th September, 2020, where the court ordered the attachment in the hands of third parties in general of all moneys and other movable or immovable property due or pertaining or belonging to Muriel Micallef, Natalie Micallef, MARTIN MICALLEF and Nicole Micallef.

Today 5th March, 2025

MR GABRIEL BONANNO
Acting Director, Asset Recovery Bureau

620

ARB/C058/2020 – VARJAZZJONI TAL-ORDNI TAL-IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fil-26 ta' Frar, 2025, mill-Qorti Kriminali (l-Onor. Imħallef Dott. Neville Camilleri, LLD). Fil-kawża fl-ismijiet:

Ir-Repubblika ta' Malta

Kontra

SHAWN HIGGANS, jaħdem għal rasu, 40 sena, iben John u Maria Carmela xebba Farrugia, imwieled Tal-Pietà, Malta, fid-9 ta' Mejju, 1984, residenti f'21, Pjazza Antoine de Paule, Paola, u detentur ta' karta tal-identità Maltija bin-numru 236584M.

Il-Qorti AWTORIZZAT lill-imputat SHAWN HIGGANS sabiex jesegwixxi s-segwenti pagamenti mill-kont tal-bank intestat f'isem terza persuna li jispiċċa -0695 u li huwa miżmum mal-APS Bank Limited, hekk kif imniżżla sussegwentement:

a) Pagament tat-tiġdid tal-assigurazzjoni tad-dgħajsa msemmija fid-digriet tal-Qorti datat 26 ta' Frar, 2025;

b) Pagament fl-ammont ta' €80 lil Elmo Insurance Limited rappreżentanti t-tiġdid tal-assigurazzjoni tad-dgħajsa.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 36 (4) (b)(ii) tal-Att dwar ir-Rikavat mill-Kriminalità, Kap. 621 tal-

ARB/C058/2020 – VARIATION OF A FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 26th February, 2025, given by the Criminal Court (the Hon. Mister Justice Dr Neville Camilleri, LLD). In the case:

The Republic of Malta

Versus

SHAWN HIGGANS, self-employed, 40 years, son of John and Maria Carmela née Farrugia, born in Tal-Pietà, Malta, on the 9th May, 1984, residing at 21, Pjazza Antoine de Paule, Paola, and holder of Maltese identity card bearing number 236584M

The Court AUTHORISES the accused SHAWN HIGGANS to execute the following payments from the bank account registered in the name of a third party ending in -0695 and held with APS Bank Limited, as listed hereunder:

a) Payment for the renewal of the boat insurance policy listed in the Court decree dated 26th February, 2025;

b) Payment in the amount of €80 to Elmo Insurance Limited representing the boat insurance policy.

This variation is being published in terms of Article 36 (4) (b)(ii) of the Proceeds of Crime Act, Cap. 621 of the Laws of

Liġijiet ta' Malta, wara digriet ta' ordni tal-iffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Caroline Farrugia Frendo, LLD), fil-25 ta' Novembru, 2020, li ġiet ippublikata fil-Gazzetta tal-Gvern fl-1 ta' Diċembru, 2020, fejn il-Qorti ordnat iż-żamma u s-sekwestru f'idejn terzi persuni b'mod ġenerali, tal-flejjes u l-proprjetà mobbli jew immobbli kollha li huma dovuti lil, jew imissu lil, jew li huma proprjetà ta' SHAWN HIGGANS.

Illum 5 ta' Marzu, 2025

IS-SUR GABRIEL BONANNO
Aġent Direttur, Uffiċċju għall-Irkupru tal-Assi

Malta, following a freezing order which decree was given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Caroline Farrugia Frendo, LLD) on the 25th November, 2020, which was published in the Government Gazette on the 1st December, 2020, where the court ordered the attachment in the hands of third parties in general of all moneys and other movable or immovable property due or pertaining or belonging to SHAWN HIGGANS.

Today 5th March, 2025

MR GABRIEL BONANNO
Acting Director, Asset Recovery Bureau

621

ARB/C037/2020 – VARJAZZJONI TAL-ORDNI TAL-IFFRIŻAR

IKUN JAF KULĦADD illi b'digriet mogħti fit-3 ta' Marzu, 2025, mill-Qorti Tal-Appell Kriminali (l-Onor. Imħallef Dott. Natasha Galea Sciberras, LLD). Fil-kawża fl-ismijiet:

Il-Pulizija
(L-Ispettur Lianne Bonello)
(l-Ispettur Ian Camilleri)
(l-Ispettur Danilo Francalanza)

Kontra

MURIEL MICALLEF;

NATALIE MICALLEF;

MARTIN MICALLEF;

AND

NICOLE MICALLEF, impjegata, ta' 23 sena, bint Muriel Micallef, imwielda Tal-Pietà, Malta, fit-23 ta' Novembru, 2001, residenti f'Santa Marija, Flt 3, Triq Qrajten, Tal-Pietà, u detentriċi ta' karta tal-identità Maltija bin-numru 346101L.

Il-Qorti AWTORIZZAT lill-imputata NICOLE MICALLEF li tirċievi s-salarju tagħha direttament fil-kont tal-bank intestat f'isimha li jispiċċa -9596 u miżmum mal-Bank of Valletta plc, minn liema kont l-imputata tista' tiżbanka s-salarju tagħha 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.

ARB/C037/2020 – VARIATION OF A FREEZING ORDER

IT IS BEING NOTIFIED that by a decree dated 3rd March, 2025, given by the Court of Criminal Appeal (the Hon. Madam Justice Dr Natasha Galea Sciberras, LLD). In the case:

The Police
(Inspector Lianne Bonello)
(Inspector Ian Camilleri)
(Inspector Danilo Francalanza)

Versus

MURIEL MICALLEF;

NATALIE MICALLEF;

MARTIN MICALLEF;

AND

NICOLE MICALLEF, employee, 23 years, daughter of Muriel Micallef, born in Tal-Pietà, Malta, on the 23rd November, 2001, residing at Santa Marija, Flt 3, Triq Qrajten, Tal-Pietà and holder of Maltese identity card bearing number 346101L.

The Court AUTHORISES the accused NICOLE MICALLEF to receive her monthly salary in the bank account registered in her name ending in -9596 and held at the Bank of Valletta plc, from which account the accused may perceive her 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.

Din il-varjazzjoni qed issir ai termini tal-Artikolu 5 (3) tal-Att kontra Money Laundering, Kap. 373 tal-Liġijiet ta' Malta, wara digriet ta' ordni tal-iffriżar mogħti mill-Qorti tal-Maġistrati (Malta) bħala Qorti Struttorja (il-Maġistrat Dott. Donatella Frendo Dimech, LLD) fl-24 ta' Settembru, 2020, li ġiet ippubblikata fil-Gazzetta tal-Gvern fid-29 ta' Settembru, 2020, fejn il-Qorti ordnat is-sekwestru f'idejn terzi persuni b'mod ġenerali, tal-flejjes u l-proprjetà mobbli jew immobbli kollha li huma dovuti lil, jew imissu lil, jew li huma proprjetà ta' Muriel Micallef, Natalie Micallef, Martin Micallef u NICOLE MICALLEF.

Illum 6 ta' Marzu, 2025

IS-SUR GABRIEL BONANNO
Aġent Direttur, Uffiċċju għall-Irkupru tal-Assi

This variation is being published in terms of Article 5 (3) of the Prevention of Money Laundering Act, Cap. 373 of the Laws of Malta, following a freezing order which decree was given by the Court of Magistrates (Malta) as a Court of Criminal Inquiry (Magistrate Dr Donatella Frendo Dimech LLD) on the 24th September, 2020, which was published in the Government Gazette on the 29th September, 2020, where the court ordered the attachment in the hands of third parties in general of all moneys and other movable or immovable property due or pertaining or belonging to Muriel Micallef, Natalie Micallef, Martin Micallef and NICOLE MICALLEF.

Today 6th March, 2025

MR GABRIEL BONANNO
Acting Director, Asset Recovery Bureau

622

Ikun jaf kulħadd illi b'digriet mogħti fil-25 ta' Frar, 2025, il-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, ordnat il-pubblikazzjoni tal-estratt riprodott hawn taħt sabiex għal kull fini u effett tal-liġi jservi ta' notifika skont l-artikolu 931 et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili.

B'digriet mogħti fil-25 ta' Frar 2025 ġie ordnat li jintgħażel kuratur deputat skont il-liġi sabiex jirrappreżenta lill-intimat imsiefer Gianluca Cirina, u dan fl-atti tar-rikors ġuramentat li jġib in-numru 74/2024 BS fl-ismijiet 'Zhu Rongrong vs Gianluca Cirina et', ippreżentat fit-28 ta' Awwissu, 2024, fil-Qorti tal-Maġistrati (Għawdex) Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, u fl-atti l-oħrajn kollha relattivi u sussegwenti, liema rikors jirrigwarda inċident li seħħ nhar it-3 ta' Mejju, 2019, fejn il-vettura tat-tip Iveco bin-numru ta' reġistrazzjoni BZ116EN proprjetà tal-konvenuta Trowel Malta Limited ġie pparkjata mill-konvenut Gianluca Cirina fil-pjazzetta ta' quddiem il-knisja ta' San Pawl f'Marsalforn, limiti taż-Żebbuġ, Għawdex, u l-istess vettura mxiet u għaffġet lill-attriċi Zhu Rongrong, fejn qed tintalab il-likwidazzjoni u ħlas tad-danni relatati ma' dan l-inċident.

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.

It is hereby notified that by a decree given on the 25th of February, 2025, the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, ordered the publication of the extract reproduced below so that for all purposes and effects of the law it may serve as a notification in accordance with article 931 et sequitur sequitur of the Code of Organisation and Civil Procedure.

By a decree issued on the 25th of February 2025, it was ordered that a deputy curator be appointed in accordance with the law to represent the respondent residing abroad namely Gianluca Cirina, and this in the acts of the sworn application bearing the number 74/2024 BS in the names 'Zhu Rongrong vs Gianluca Cirina et', filed on the 28th of August, 2024, in the Court of Magistrates (Gozo) Superior Jurisdiction, General Section, and in all other relative and subsequent acts, which application relates to an accident that occurred on the 3rd of May, 2019, where the vehicle of the make Iveco with registration number BZ116EN owned by the defendant Trowel Malta Limited was parked by the defendant Gianluca Cirina in the square in front of St Paul's Church in Marsalforn, limits of Żebbuġ, Gozo, and the same vehicle ran over and crushed the plaintiff Zhu Rongrong, where liquidation and payment of damages related to this incident are being requested.

You are hereby ordered to affix an official copy of these banns at the entrance of this Court and thereby summon anyone who wishes to enter as a curator to appear within six (6) days in this Registry and file a note in this regard.

You are also ordered to inform each and every one that if they do not file this declaration within the time above given, this Court will proceed to appoint a curator of the office. And after you have done so, or if you encounter any obstacles in the execution of these banns, you are to inform this Court.

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., Maġistrat tal-Qorti hawn fuq imsemmija.

Illum 25 ta' Frar, 2025

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

Issued by the Court of Magistrates (Gozo) Superior Jurisdiction, General Section, abovementioned under the signature of Magistrate Dr Brigitte Sultana, LLD, LLM (Cardiff), Adv. Trib. Eccl. Melit., Magistrate of the abovementioned Court.

This 25th of February, 2025

Registry of the Court of Magistrates (Gozo), Superior Jurisdiction, General Section

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Gozo Courts and Tribunals

623

B'digriet mogħti mill-Qorti tal-Maġistrati (Malta), fit-3 ta' Frar, 2025, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Jean Pierre Schaak (KI 342178M) u Alesia Lebiadzevich (KI 0058684A) ta' 248, Triq il-Mitħna l-Ġdida, Il-Mellieħa, ippreżentat talba fil-31 ta' Ottubru, 2024, fejn talbu lill-Qorti sabiex tikkundanna lil Gabriela Malgorzata Milezarek (KI 0218817A) ta' Flat 12A, Emerald Court, Triq in-Nazzarenu, il-Ħamrun, sabiex tħallas lill-atturi s-somma ta' €10,046.79, liema ammont huwa dovut lill-atturi.

Bl-ispejjeż

Il-kawża (Avviż numru 242/2024NHV) fl-ismijiet Jean Pierr Schaak et vs Gabriella Malgorzta Milezarek tinsab differita għas-17 ta' Marzu, 2025, fl-9.45 a.m.

Notifika: Gabriela Malgorzata Milezarek (KI 0218817A) ta' Flat 12A, Emerald Court, Triq in-Nazzarenu, Il-Ħamrun

Reġistru tal-Qorti tal-Maġistrati (Malta), illum 6 ta' Marzu, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati u Tribunali

By a decree of the Court of Magistrates (Malta), of the 20th January, 2025, the publication of the following extract was ordered for the purpose of service in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

Jean Pierre Schaak (ID 342178M) and Alesia Lebiadzevich (ID 0058684A) of 248, Triq il-Mitħna l-Ġdida, Mellieħa, filed a Claim on the 31st October, 2024, whereby they asked the Court to condemn Gabriela Malgorzata Milezarek (ID 0218817A) of Flat 12A, Emerald Court, Triq in-Nazzarenu, Ħamrun, to pay the plaintiffs the sum of €10,046.79, which amount is due to the plaintiffs.

With costs

The case (Notice number 242/2024NHV) in the names Jean Pierre Schaak et vs Gabriella Malgorzata Milezarek is postponed for hearing for the 17th March, 2025, at 9.45 a.m.

Notification: Gabriela Malgorzata Milezarek (ID 0218817A) of Flat 12A, Emerald Court, Triq in-Nazzarenu, Ħamrun

Registry of the Courts of Magistrates (Malta), today 6th March, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

624

B'digriet mogħti mill-Qorti tal-Maġistrati (Malta) fl-20 ta' Jannar, 2025, ġiet ordnata l-pubblikazzjoni tal-estratt li jidher hawn taħt għall-finijiet ta' notifika skont l-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Miriam Camilleri (KI 641260M) ta' 31, Triq il-Menħir, Marsaskala, ippreżentat talba fis-26 ta' Awwissu, 2024, fejn

By a decree of the Court of Magistrates (Malta) of the 20th January, 2025, the publication of the following extract was ordered for the purpose of service in terms of Article 187(3) et sequitur of the Code of Organisation and Civil Procedure (Cap. 12).

Miriam Camilleri (ID 641260M) of 31, Triq il-Menħir, Marsaskala, filed a Claim on the 26th August, 2024, whereby

talbet lill-Qorti sabiex tikkundanna lil Alana-Jane Camilleri (KI 189784M) ta' 19, Flat 12, St Margaret Flats, Triq San Ġużepp, Bormla, sabiex tħallas lill-attriċi s-somma ta' €8587, liema ammont huwa dovut lill-attriċi.

Bl-ispejjeż u bl-imgħax

Il-kawża (Avviż numru 176/2024JG) fl-ismijiet Miriam Camilleri vs Alana-Jane Camilleri tinsab differita għas-17 ta' Marzu, 2025, fin-12.30 p.m.

Notifika: Alana-Jane Camilleri (KI 189784M) ta' 19, Flat 12, St Margaret Flats, Triq San Ġużepp, Bormla

Reġistru tal-Qorti tal-Maġistrati (Malta), illum 6 ta' Marzu, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati u Tribunali

she asked the Court to condemn Alana-Jane Camilleri (ID 189784M) of 19, Flat 12, St Margaret Flats, Triq San Ġużepp, Cospicua, to pay the plaintiff the sum of €8587, which amount is due to the plaintiff.

With costs and interests

The case (Notice number 176/2024JG) in the names Miriam Camilleri vs Alana-Jane Camilleri is postponed for hearing for the 17th March, 2025, at 12.30 p.m.

Notification: Alana-Jane Camilleri (ID 189784M) of 19, Flat 12, St Margaret Flats, Triq San Ġużepp, Cospicua

Registry of the Courts of Magistrates (Malta), today 6th March, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

625

Permezz ta' digriet mogħti fis-6 ta' Frar, 2025, mill-Qorti (Sezzjoni tal-Familja) fl-atti tar-Rikors numru 457/2024JPG fl-ismijiet Wilfred Scerri vs Charlene Seychell, ġiet ordnata s-segwenti pubblikazzjoni biex isservi ta' notifika fil-konfront tal-intimata Charlene Seychell a tenur tal-Artikolu 187(3) et sequitur tal-Kodiċi ta' Organizzazzjoni u Proċedura Ċivili (Kap. 12).

Permezz ta' rikors fl-ismijiet Wilfred Scerri (KI 0267672M) vs Charlene Seychell (KI 0418279M) fl-atti tar-Rikors numru 457/2024JPG, ippreżentat fil-Qorti (Sezzjoni tal-Familja) fid-19 ta' Settembru, 2024, ir-rikorrenti Wilfred Scerri (KI 0267672M) talab lil din l-Onorabbli Qorti sabiex:

1. Tippronunzja d-divorzju ta' bejn ir-rikorrenti Wilfred Scerri u Charlene Seychell, u tiddikjara ż-żwieġ tagħhom maħlul ai termini tal-Artikolu 66a et sequitur tal-Kodiċi;

2. Tordna lir-Reġistratur tal-Qrati sabiex fi żmien imħolli għal daqshekk mill-istess Qorti javża lid-Direttur tar-Reġistru Pubbliku bid-divorzju tal-partijiet biex dan jiġi debitament reġistrat fir-Reġistru Pubbliku u dan taħt kull provvediment ieħor li jidhrilha xieraq u opportun.

Il-kawża fl-ismijiet Wilfred Scerri vs Charlene Seychell (Rikors numru 457/2024JPG) hija differita għas-17 ta' Marzu, 2025, fid-9.45 a.m.

Rikorrenti: Blk 2, Flat 6, Triq il-Merkanti, Il-Belt Valletta

Intimata: Blk 1, Flat 6, Triq il-Merkanti, Il-Belt Valletta

By means of a decree of the 6th February, 2025, of the Civil Court (Family Section), in the records of the application in the names Wilfred Scerri vs Charlene Seychell, Application number 457/2024JPG, the following publication was ordered for the purpose of effecting service on the respondent Charlene Seychell 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 records of the application Number 457/2024JPG in the names Wilfred Scerri (ID 0267672M) vs Charlene Seychell (ID 0418279M) filed in the Civil Court (Family Section), on the 19th September, 2024, the applicant Wilfred Scerri (ID 0267672M) requested this Honourable Court to:

1. Pronounce the divorce between the applicant Wilfred Scerri and Charlene Seychell and declare the dissolution of marriage between the parties in terms of Article 66A et sequitur of the Civil Code;

2. Order the Registrar of Courts so that within the time specified by this Court, notify the Director of Public Registry regarding the divorce so that this is registered in the Public Registy and this saving any other provision that it deems fit and opportune.

The application in the names Wilfred Scerri vs Charlene Seychell, Application number 467/2024JPG has been postponed for hearing to the 17th March, 2025, at 9.45 a.m.

Applicant: Blk 2, Flat 6, Triq il-Merkanti, Valletta

Respondent: Blk 1, Flat 6, Triq il-Merkanti, Valletta

Reġistru tal-Qrati (Sezzjoni Familja), illum 6 ta' Marzu, 2025

ALEXANDRA DEBATTISTA
Għar-Reġistratur, Qrati Ċivili u Tribunali

Registry of the Civil Courts (Family Section), today 6th March, 2025

ALEXANDRA DEBATTISTA
For the Registrar, Civil Courts and Tribunals

626

Ikun jaf kulħadd illi bis-setgħat mogħtija lilha bl-artikolu 257 tal-Kodiċi Ċivili, il-Qorti tar-Reviżjoni tal-Atti Nutarili, b'Digriet tat-23 ta' Frar, 2025, u dan wara Rikors b'numru 1173/2024, ordnat:

Lid-Direttur tar-Reġistru Pubbliku, li jagħmel l-annotazzjonijiet jew korrezzjonijiet opportuni fl-Att tat-Twelid bin-numru 3008/1965 biex fil-kolonna 'Isem jew ismijiet kif għandha tissejjaħ' isem Nicholas John Desira jiġi mibdul minn 'Nick (Nicholas John) għal 'Nicholas John'.

It is hereby notified that in virtue of the powers conferred by Section 257 of the Civil Code, the Court of Revision of Notarial Acts, by a Decree dated the 23rd February, 2025, and upon an application numbered 1173/2024, ordered:

To the Director of the Public Registry, to make the appropriate annotations or corrections in the Act of Birth with number 3008/1965 so that in the column 'Name or names by which Child is to be called' the name of Nicholas John Desira, is to be changed from 'Nick (Nicholas John) to 'Nicholas John'.

Qorti ta' Reviżjoni tal-Atti Nutarili

Illum l-Erbgħa, 26 ta' Frar, 2025

ADRIAN MICALLEF
Deputat Reġistratur, Qorti tar-Reviżjoni tal-Atti Nutarili

Court of Revision of Notarial Acts

Today Wednesday 26th February, 2025

ADRIAN MICALLEF
Deputy Registrar, Court of Revision of Notarial Acts

627

Bandu għall-Kuraturi

Repubblika ta' Malta

Lill-Uffiċjal Eżekuttiv tal-Qorti tal-Maġistrati (Għawdex)

Banns for Curators

Republic of Malta

To the Executive Officer of the Court of Magistrates (Gozo)

Ikun jaf kulħadd illi b'digriet mogħti fis-27 ta' Frar, 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 fis-27 ta' Frar, 2025, ġie ordnat li jintgħażel kuratur deputat skont il-liġi sabiex jirrappreżenta lill-persuna jew persuni mhux magħrufa intitolati għall-ħlas taċ-ċens annwu u perpetwu tal-immobbli hawn taħt deskritt u dan fl-atti taċ-ċedola ta' depożitu u fidi ta' ċens bin-numru 454/2024 fl-ismijiet Maria Xerri et vs Kuraturi Deputati sabiex jirrappreżentaw lill-persuna jew persuni mhux magħrufa intitolati għall-ħlas taċ-ċens perpetwu tal-immobbli hawn taħt deskritt, liema ċedola ġiet ippreżentata fis-6 ta' Diċembru, 2024, fil-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali, u fl-attijiet l-oħrajn kollha relattivi u sussegwenti.

It is hereby notified that by a decree issued on the 27th February, 2025, the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, ordered the publication of the extract reproduced below in terms of article 931 (3) of the Code of Organisation and Civil Procedure.

By a decree issued on the 27th of February, 2025, it was ordered that a deputy curator be chosen according to the law to represent the unknown person or persons entitled to the payment of the annual and perpetual ground rent of the property described below and this in the records of schedule of deposit and redemption of ground rent bearing number 454/2024 in names Maria Xerri et vs Deputy Curators to represent the unknown person or persons entitled to the payment of the perpetual ground rent of the property described below, which schedule of deposit was filed on the 6th of December, 2024, in the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, and in all other relative and subsequent acts.

L-immobbli oġġett ta' din iċ-ċedola huwa:

Porzjon art magħrufa bħala 'Il-Mandra' fil-limiti tax-Xagħra, Għawdex, tal-kejl ta' ċirka 348 metru kwadru, konfinanti mil-Lvant ma' beni tal-familja Bartolo, mit-Tramuntana inparti ma' beni tal-familja Bajada u inparti ma' beni ta' Julian's Farmhouses Limited, u mill-Punent inparti ma' passaġġ bir-riġel u inparti ma' beni ta' Julian's Farmhouses Limited, kif muri fuq il-pjanta annessa maċ-ċedola.

Din il-proprjetà hija suġġetta għall-ekwivalenti llum ta' żewġ ċenteżmi (€0.02c) ċens annwu u perpetwu, liema ammont l-esponenti ma jafux lil min jitħallas.

Illi r-rikorrenti jridu jifdu dan iċ-ċens ai termini tal-artiklu 1501 tal-Kodiċi Ċivili, u għalhekk qed jiddepożitaw l-ammont ta' erbgħin ċenteżmu (€0.40c) li jirrappreżenta r-rata ta' ċens annwu kapitalizzata bil-5%, u kif ukoll qed jiddepożitaw is-somma ta' sittin ċenteżmu (€0.60c) rappreżentanti tletin annata ta' ċens, b'hekk qed jiddepożitaw total ta' ewro (€1.00), liema somma tista' tiġi żbankata mill-intimati wara li titħalla d-debita riċevuta skont il-liġi.

Inti, uffiċjal eżekuttiv tal-Qorti tal-Maġistrati (Għawdex), għaldaqshekk ordnat li twaħħal kopja uffiċjali ta' dan il-bandu fid-daħla ta' din il-Qorti u ssejjaħ b'dan lil kull min irid jidħol bħala kuratur biex jidher fi żmien sitt (6) ijiem f'dan ir-Reġistru u jagħmel b'nota d-dikjarazzjoni illi huwa jidħol għal dan.

Inti ordnat ukoll li tgħarraf lil kull wieħed illi jekk ma jagħmilx din id-dikjarazzjoni fiż-żmien fuq mogħti, din il-Qorti tgħaddi biex tagħżel kuratur tal-uffiċċju. U wara li tkun għamilt dan, jew jekk tiltaqa' ma' xi xkiel fl-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. Simone Grech, BA, LLD, Mag. Jur. (Eur. Law), Maġistrat tal-Qorti hawn fuq imsemmija.

Illum 27 ta' Frar, 2025

Reġistru tal-Qorti tal-Maġistrati (Għawdex), Ġuriżdizzjoni Superjuri, Sezzjoni Ġenerali

MARGARET DE BATTISTA
Assistent Reġistratur, għar-Reġistratur, Qrati u Tribunali (Għawdex)

The immovable property subject to this schedule of deposit is:

A portion of land known as 'Il-Mandra' within the limits of Xagħra, Gozo, measuring approximately 348 square metres, bounded on the east by property of the Bartolo family, on the north partly by property of the Bajada family and partly by property of Julian's Farmhouses Limited, and on the west partly by a footpath and partly by property of Julian's Farmhouses Limited, as shown on the plan annexed to the deed.

This property is subject to the equivalent today of two cents (€0.02c) annual and perpetual ground rent, which amount the applicants do not know to whom it is to be paid.

That the applicants wish redeem this ground rent in terms of article 1501 of the Civil Code, and are therefore depositing the amount of forty cents (€0.40c) representing the annual ground rent rate capitalized at 5%, and they are also depositing the sum of sixty cents (€0.60c) representing thirty years of lease, thus depositing a total of one euro (€1.00), which sum may be withdrawn by the respondents after they tender due receipt according to law.

You, executive officer of the Court of Magistrates (Gozo) are therefore ordered to affix an official copy of this notice at the entrance of this Court and thereby summon anyone who wants to be nominated as a curator to appear within a period of six (6) days in this Registry and file a note declaring that he so wishes.

You are also ordered to inform each and every one that if they do not file this declaration within the time given above, this Court will proceed to choose a curator of the office. And after you have done this, or if you encounter any obstacle in the execution of this order, you should inform this Court.

Given by the Court of Magistrates (Gozo), Superior Jurisdiction, General Section, mentioned above, with the testimony of Magistrate Dr Simone Grech, BA, LLD, Mag. Jur. (Eur. Law), a Magistrate of the aforementioned Court.

Today the 27 of February, 2025

Registry of the Court of Magistrates (Gozo), Superior Jurisdiction, General Section

MARGARET DE BATTISTA
Assistant Registrar, for the Registrar, Courts and Tribunals (Gozo)

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