

Circular No. HR/ODPM/3/2026

People Management Division  
Office of the Deputy Prime Minister and Ministry for Health  
15, Palazzo Castellania  
Merchant Street  
Valletta, VLT1171

Date: 26 June 2026

To: Permanent Secretaries  
Directors-General  
Directors  
Heads of Public Sector Organisations

**Post of Charge Nurse (Rehabilitation Hospital Karin Grech) in the Office of the Deputy Prime Minister and Ministry for Health**

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

1. The Director General (People Management), Office of the Deputy Prime Minister and Ministry for Health invites applications for the Post of Charge Nurse to perform duties at the Rehabilitation Hospital Karin Grech (RHKG) in the Office of the Deputy Prime Minister and Ministry for Health.

**Terms and Conditions**

2.1 This appointment is subject to a probationary period of one (1) year.

2.2 The salary for the post of Charge Nurse is Salary Scale 6, which in the year 2026 is equivalent to €33,931.02 per annum, rising by annual increments of €596.33 up to a maximum of €37,509.00

2.3 A Charge Nurse shall receive an allowance of €1,500 per annum for any additional duties pertaining to the immediate clinical area she/he is assigned to, as requested by Management from time to time. This allowance shall be payable in two (2) equal installments every year.

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

2.5 The appointee will be required to perform duties in Rehabilitation Hospital Karin Grech (RHKG) for a period of at least three (3) years from the date 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

here).

## **Duties**

3. The job duties for the post of Charge Nurse may be viewed in Annex A attached to this Circular.

## **Eligibility Requirements**

4.1 By the closing time and date of this call for applications, applicants must be Public Officers in the Malta Public Service or Public Officers in the Malta Public Service on loan/detailed with/deployed with/on attachment to Public Sector organizations.

(A) must be proficient in the Maltese Language. However, candidates who do not possess proficiency in the Maltese language will still be considered but will be required to obtain either the Award in Medical Maltese for Clinical Workers (Level 2) provided by JobsPlus or Medical Maltese for Health Care Professionals (Level 2) provided by the University of Malta within the probation period of their new role. Failure to obtain the required qualification within the stipulated probation period shall result in revocation of appointment.

(B) Candidates who are in possession of a Maltese Ordinary Level Certificate at grade 5/C or better are exempted from obtaining the above-mentioned awards in clause 4.1 (A).

(C) 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 (CPD) Scheme.

## **AND**

(D) be proficient in the English Language;

## **Either**

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

## **OR**

- by 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 (IBT): 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**

**Public officers must be confirmed in their current appointment or in their previous appointment within the same stream, provided all other eligibility requirements are satisfied. Such public officers must be in, or have held, the grade of:**

(E) Staff Nurse in Salary Scale 8 with a minimum of seven (7) years' service in the grade of Staff Nurse, including temporary and casual service.

**OR**

(F) Senior Staff Nurse in Salary Scale 8 or Salary Scale 7 with a minimum of five (5) years service in the grade of Staff Nurse or above, including temporary and casual service;

**OR**

(G) Practice Nurse (Salary Scale 6) with a minimum of two (2) years of satisfactory service in the grade of Practice Nurse.

**Public officers may apply for a lower grade even if not confirmed in their current appointment.**

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, the requisite eligibility level 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 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 credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications. Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

### **Submission of Supporting Documents**

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 Procedure**

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, Office of the Deputy Prime Minister and Ministry for Health, 15, Palazzo Castellania, Merchant Street, Valletta through the Online Government Recruitment Portal **only** on <https://recruitment.gov.mt>. Applications are to include a Curriculum Vitae, completely up-to-date (which should include a list of qualifications held by the applicant and the employment history). The closing date of the receipt of applications is **1.30 pm (Central European Time) of Monday, 13 July, 2026**. A computer-generated e-mail 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 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 viewed by accessing the address [https://peopleandstandards.gov.mt/media/PDFs/Resourcing/GenProvs/GeneralProvisions\\_ENG.pdf](https://peopleandstandards.gov.mt/media/PDFs/Resourcing/GenProvs/GeneralProvisions_ENG.pdf) or may be obtained from the People Management Division, Office of the Deputy Prime Minister and Ministry for Health, 15, Palazzo Castellania, Merchant Street, Valletta VLT1171. These general provisions are to be regarded as an integral part of this call for applications.

The website and e-mail address of the receiving Division are <https://health.gov.mt> and [recruitment.health@gov.mt](mailto:recruitment.health@gov.mt)

Ms. Maureen Mahoney  
Director General (People Management)  
f/ Permanent Secretary

Office of the Deputy Prime Minister and Ministry for Health.