Ministry for Energy, the Environment and the Regeneration of the Grand Harbour

Post of Senior Manager in the Animal Welfare Directorate in the Ministry for Energy, the Environment and the Regeneration of the Grand Harbour

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (Operations) on behalf of the Permanent Secretary, Ministry for Energy, the Environment and the Regeneration of the Grand Harbour invites applications for the post of Senior Manager in the Animal Welfare Directorate in the Ministry for Energy, the Environment and the Regeneration of the Grand Harbour.

Terms and Conditions

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

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

2.3 The salary for the post of Senior Manager is Salary Scale 5, which in year 2026 is €35,837.98 per annum, rising by annual increments of €640.67 up to a maximum of €39,682.00.

2.4 Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 15% of their basic salary, subject to satisfactory performance and a payment of an annual class allowance of €3,000, subject to Central Administration's policies in force from time to time.

2.5 It will not be possible to request a transfer before a two (2) year period from date of appointment. On the lapse of a two (2) year period, appointees may only be transferred at their own request to carry out duties elsewhere, in accordance with established vacancies.

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

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

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

The selected candidate/s will be required to fill in the Declaration available at Appendix 1 to Directive 16 (available here), since this post is in salary scales 5 or higher.

Duties

3. The job duties for the post of Senior Manager 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:

i. a. citizens of Malta; **or**
   b. citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; **or**
   c. citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; **or**
   d. any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); **or**
   e. third country nationals who have been granted long-term resident status in Malta under regulation 4 of the "Status of Long-Term Residents (Third Country Nationals) Regulations, 2006" or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the "Family Reunification Regulations, 2007"; **or**
   f. in possession of a residence document issued in terms of the "Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations".

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identita` should be sought as necessary in the interpretation of the above provisions.
The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

In addition applicants must be:

ii. able to communicate in the Maltese and English languages in order to sufficiently and adequately carry out the duties applied for;

AND

iii. in possession of a recognized Masters degree at MQF Level 7 (subject to a minimum of 90 ECTS credits, or equivalent*) in Accountancy or Finance or Business Administration or Public Policy or a recognised comparable professional qualification at MQF Level 7 in Accountancy or in relevant areas as determined by Management.

*A recognised Masters qualification with a minimum of 60 ECTScredits is only accepted subject to an MQRIC formal Masters recognition statement being submitted with the application (subject to the provisions of clause 5.4 of the General Provisions document). A recognised Masters qualification from the University of Malta (awarded pre-2009) with less than 60 ECTS credits is acceptable provided that it is verified by MQRIC or the University of Malta that the workload is comparable to at least 60 ECTS credits.

AND

iv. With five (5) years relevant management service as Manager II, in which grade the employee must be confirmed. Any other related experience in the area required for the afore-mentioned grade, in, or comparable to, Salary Scale 7 level in the Public Service, which the applicant may possess may be considered by the Administration, which experience must be duly sustained with relevant evidence.

Short courses leading to awards, as distinct from qualifications, do not have the required number of ECTS credits at the respective MQF level and, hence, will not be considered for eligibility purposes.

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

4.2 (i) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will

still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(ii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS 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://peopleandstandards.gov.mt/media/PDFs/Resourcing/GenProvs/GeneralProvisions_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 said minimum qualification is not met, the appointment will be, for this reason, revoked.

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 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 4.3, 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 Energy, the Environment and the Regeneration of the Grand Harbour, through the Online Government Recruitment Portal **only** at the following address: 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 pm (Central European Time) of Friday, 13th November, 2026.** 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 viewed by accessing the address https://peopleandstandards.gov.mt/media/PDFs/Resourcing/GenProvs/GeneralProvisions_ENG.pdf or may be obtained from Corporate Services Directorate (Attn: Assistant Director, Human Resources), Ministry for Energy, the Environment and the Regeneration of the Grand Harbour, 6, Qormi Road, Sta 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 Directorate are sustainability.gov.mt and humanresources.meer@gov.mt.