

Ministry for Arts, Culture and National Heritage

Post of Graduate Architect & Civil Engineer/Junior Architect & Civil Engineer/Architect and Civil Engineer in the Ministry for Arts, Culture and National Heritage

Nomenclatures denoting the male gender include also the female gender.

1. The Permanent Secretary, Ministry for Arts, Culture and National Heritage invites applications for the post of Graduate Architect & Civil Engineer/ Junior Architect & Civil Engineer/ Architect and Civil Engineer in the Restoration and Preservation Department within the Ministry for Arts, Culture and National Heritage.

Terms and Conditions

2.1 This appointment is subject to a probationary/trial 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 2026 is equivalent to, €27,055.98 per annum, rising by annual increments of €407.67 up to a maximum of €29,502.00.

2.3 A Graduate Architect and Civil Engineer will be promoted to the grade of Junior Architect and Civil Engineer in Scale 9 (€28,701.02 x €447.33 - €31,385 in 2026) upon having successfully obtained their Professional Warrant to practice as Architect & 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 (€28,701.02 x €447.33 - €31,385 in 2026), provided that a new entrant into the class with at least three (3) years professional practice after obtaining Warrant will enter directly as Architect and Civil Engineer in Salary Scale 8 (€30,405.02 x €486.83 - €33,326 in 2026).

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 (€30,405.02 x €486.83 - €33,326 in 2026) 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 (€32,158 x €531.17 - €35,345.02 in 2026) 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 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 Graduate Architect & Civil Engineer/ Junior Architect & Civil Engineer/ Architect & Civil Engineer, 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 Identity 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

(ii) (a). in possession of a recognized Bachelor's Degree at MQF Level 6 (subject to a minimum of 180 ECTS or equivalent*), in Architecture and Civil Engineering or a comparable professional qualification, which at the

relevant time is recognized 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. Duties Eligibility Requirements

*A recognised comparable Bachelor's Qualification, as applicable, is only accepted subject to an MQRIC formal recognition statement being submitted with the application (subject to the provisions of clause 5.4 of the General Provisions document). A recognised Bachelor's qualification from the University of Malta (awarded pre-2009) with less than 180 ECTS credits is acceptable provided that it is verified by MQRIC or the University of Malta that the workload is comparable to the minimum of 180 ECTS credits.

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. Candidates who have not yet formally obtained or are not yet approved for the qualification specified in paragraph 4.1 ii (a) 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

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 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, 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

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 - 4.4, have proven relevant work experience.

Submission of Applications

7.1 Applications are to be submitted, for the attention of the Director General, Ministry for Arts, Culture and National Heritage, 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, 23rd October, 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 230, Casa Gaspe, Reublic Street, Valletta. These general provisions are to be regarded as an integral part of this call for applications.

The website address, and e-mail address of the receiving Department are culture.gov.mt, and hr.mach@gov.mt.

