

People Management Division
15, Palazzo Castellania,
Merchant Street
Valletta, VLT 1171.

Date: 28th July 2023.

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

Post of Practice Nurse (Practice Development) in Rehabilitation Hospital Karin Grech (RHKG) in the Ministry for Health.

Nomenclatures denoting the male gender include also the female gender.

1. The Director General (People Management), Ministry for Health invites applications for the post of Practice Nurse (Practice Development) in Rehabilitation Hospital Karin Grech (RHKG) in the 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 Practice Nurse is Salary Scale 7, which in the year 2023 is equivalent to €27,697.53 per annum, rising by annual increments of €531.17 up to a maximum of €30,884.55.

2.3 A Practice Nurse (Salary Scale 7) shall be entitled to an annual training allowance of €500. This training allowance shall be payable in two equal instalments every year.

2.4 A Practice Nurse (Salary Scale 7) shall benefit from an annual fixed Performance Management Allowance of €300 annually and a performance pay related allowance of up to a maximum of €1,200 annually.

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

2.6 The appointee will be required to perform duties within the same entity for a period of three (3) years from the date of appointment.

2.7 Lateral applications by public officers who already hold an appointment in the same grade being advertised are allowed only if the area of specialisation of the vacancy is different to the one held by the applicant and requires a specific related qualification as an eligibility requirement, which the applicant must satisfy.

2.8 Accepting appointment in this grade signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC/ADAC positions or applications for a definite position.

Duties

3.1 The job duties for the post of Practice Nurse (Practice Development) may be viewed in Annex A attached to this circular.

Further details of the job description may be obtained from the People Management Division, Ministry for Health, 15, Palazzo Castellania, Merchant Street, Valletta, VLT 1171. The email address of the division is recruitment.health@gov.mt.

3.2 An appointee may be required to perform duties in any of the health care services of the Government of Malta at the discretion of the Management.

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.

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:

(i) Staff Nurse with at least three (3) years satisfactory service in the grade and with at least seven (7) years service in the class including temporary and casual service;

OR

(ii) Staff Nurse with an aggregate of five (5) years satisfactory service in the grade including temporary or casual service;

OR

(iii) Senior Staff Nurse in Salary Scale 8 OR Salary Scale 7 with an aggregate of five (5) years satisfactory service in the class including temporary or casual service;

OR

(iv) Charge Nurse in Salary Scale 7.

Persons who are appointed in the grade of Practice Nurse (Practice Development) shall be considered as having automatically relinquished any previous grades these may have held, as per Public Service Commission regulations. Nonetheless, the computation of service shall not be negatively affected.

All applicants applying through the provisions of Paragraph 4.1 of this call for applications, should be in possession of a recognised, appropriate Masters degree at MQF Level 7 (with a minimum of 90 ECTS/ ECVE credits)*. If the selected candidate does not have the qualification stipulated in the particular call for application, the candidate shall be obliged to undertake studies which shall lead to successfully obtaining the relevant qualification stipulated in the respective call for application within four (4) years from being appointed in this grade, which may be extended to six (6) years in case of exceptional and justified circumstances. The employee may also request the Management's direction when choosing the qualification's subject matter prior to embarking on the specific post-graduate course.

*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/ECVE credits.

Furthermore, the Ministry for Health shall evaluate the extent of progress made in the undertaking of the specific qualification on a yearly basis. If the progress made in the undertaking of the specific qualification is not to the satisfaction of Management, appointment may be terminated. Should the appointee fail to successfully complete the specific qualification deemed necessary, the appointee shall revert back to the applicable grade which the applicant would have had prior to applying for the grade of Practice Nurse (Salary Scale 7).

It is hereby being clarified that officers in the grade of Practice Nurse (Salary Scale 7) who are in possession of the appropriate postgraduate Masters degree at MQF Level 7 (with a minimum of 90 ECTS/ ECVET credits)* or who attain such appropriate recognised qualification stipulated in the respective call for application after the date of appointment as per above provision, shall not be eligible to benefit from a qualification allowance, given that the qualification would be a prerequisite.

Once Article 29(4) of the Health Care Professions Act (Cap 464) comes into force upon the setting up of the relevant Specialist Accreditation Committee, the requirement to enter into the grade of Specialist Nurse (Salary Scale 7) shall be that of a specialist nurse as determined by and upon due accreditation as a specialist by the Specialist Accreditation Committee, and the minimum number of years of nursing service specified in the above provisions.

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 (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

(ii) Furthermore, candidates who have not yet formally obtained the qualification specified in paragraph 4.1 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 by the 31st December, 2023. If this stipulated deadline for the attainment of such qualification is not met, the appointment will be, for this reason, automatically terminated.

(a) The probation period and progression entitlement (as the case may be) start to count from date of appointment.

(b) Such appointees will not benefit from any allowances until attainment of, or are approved for the indicated qualification referred to in clauses 4.1.

(iii) 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/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

4.5 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.6 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.

4.7 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 4.5, 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, 15, Palazzo Castellania, Merchant Street, Valletta VLT1171 through the Online Government Recruitment Portal only on <https://recruitment.gov.mt>. Applications are to include a Curriculum Vitae (which should include a list of qualifications held by the applicant). The GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application. The closing date of the receipt of applications is 13:30 hrs (Central European Summer Time) of Friday, 11th August, 2023. 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 thirty (30) minutes 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 or up to two (2) working days from date of notification, whichever is the latest, 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;
- reasonable accommodation for registered persons with disability;
- submission of recognition statements in respect of qualifications;
- 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 website of the People & Standards Division at the address <https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf> or may be obtained from People Management Division, Ministry for Health, 15, Palazzo Castellania, Merchant Street, Valletta VLT 1171. 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.

Maureen Mahoney
Director General (People Management)
f/ Permanent Secretary
Ministry for Health