

Anness A

Ministeru	Ministeru għal Ghawdex u l-Ippjanar
L-impjeg	Post of Assistant Veterinary Technical Officer (Trainee)/Assistant Veterinary Technical Officer I



GVERN TA' MALTA
MINISTERU GĦAL GĦAWDEX
U L-IPPJANAR

Pjazza San Franġisk, ir-Rabat, Ghawdex

Dmirijiet u responsabbiltajiet

- i. Jassisti lill-Uffiċjali Tekniċi Veterinarji u/jew lill-Uffiċjali Veterinarji fix-xogħol kollu fuq il-post u fl-ispezzjonijiet, inkluża l-preparazzjoni tal-apparat tas-sigurtà;
- ii. Imexxi, iġorr u/jew iżomm it-tagħmir tat-testijiet u t-trattamenti, filwaqt li jżomm rekords tat-testijiet u proċeduri oħra fid-databases rilevanti;
- iii. Jassisti f'attivitajiet ta' teħid ta' kampjuni, inkluż it-teħid ta' kampjuni tad-demmi waqt it-testijiet;
- iv. Jappoġġja spezzjonijiet f'stabbilimenti u impjanti tax-xogħol skont il-ħtieġa minn żmien għal żmien;
- v. Jassisti lill-Uffiċjal Veterinarju fit-tilqim, l-eżami u l-ewtnasja tal-animali kif ukoll fl-immaniġġjar tal-karkassi;
- vi. Jieħu ħsieb l-animali, jitnaddaf u jiddiżinfetta l-għeluq u kull tagħmir ieħor skont l-istandards stabbiliti;
- vii. Iwettaq xogħol fil-laboratorju bħal preparazzjoni tal-mezzi (media) li jintużaw għal analiżi differenti;
- viii. Jiżgura l-manutenzjoni u s-servizz xieraq ta' kuljum jew perjodiku tat-tagħmir kollu użat għall-operat ta' kuljum skont il-ħtiġijiet tax-xogħol;
- ix. Idaħħal id-data fid-databases rilevanti skont l-istruzzjonijiet tas-superjuri;
- x. Jagħmel parti minn timijiet involuti fl-implimentazzjoni ta' kontrolli uffiċjali f'stabbilimenti approvati;
- xi. Jassisti lill-uffiċjali responsabbli mill-ippjanar ta' kontiġenza fil-preparazzjoni u l-eżekuzzjoni ta' pjanijiet ta' kontiġenza għal mard differenti;
- xii. Jattendi korsijiet ta' taħriġ, kemm lokalment kif ukoll barra minn Malta;
- xiii. Kwalunkwe komputu ieħor li s-superjur jista' jiddelega lilhom, skont il-ħtieġa; u
- xiv. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A



St. Francis Square, ir-Rabat, Ghawdex

Ministry	Ministry for Gozo and Planning
Job title	Post of Assistant Veterinary Technical Officer (Trainee)/Assistant Veterinary Technical Officer I

Duties and responsibilities

- i. Assists Veterinary Technical Officers and /or Veterinary Officers in all field work and inspections, including the preparation of safety equipment;
- ii. Leads, carries and/or holds testing and treatment while keeping records of tests and other proceedings on relevant database/s;
- iii. Assists in sampling activities including blood sampling during testing;
- iv. Supports inspections in establishments and work plants as the need may be from time to time;
- v. Assists the Veterinary Officer in vaccinating, examining and euthanising animals and in the handling of carcasses;
- vi. Care of animals, cleans and disinfect enclosures and all other equipment according to standards established;
- vii. Carries out laboratory work such as preparation of media in the laboratory to be used for different analysis;
- viii. Ensures the proper daily/periodical maintenance and servicing of all equipment used for the daily operations of work exigencies;
- ix. Inputting of data in relevant databases as instructed by superiors;
- x. Forms part of teams involved in implementing official controls in approved establishments;
- xi. Assists in the contingency planning officers in the preparation and execution of contingency plans for different diseases;
- xii. Attends to training courses, both locally and abroad.
- xiii. Undertakes any other tasks, which the superior may delegate to them, as may be required; and
- xiv. Any other duties as directed by the Principal Permanent Secretary.