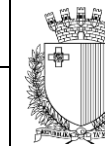


Anness A

Ministry:	<i>Ministeru għall-Enerġija, l-Ambjent u R-Rigenerazzjoni tal-Port il-Kbir</i>	 GVERN TA' MALTA MINISTERU GHALL-ENERĠIJA, L-AMBJENT U R-RIGENERAZZJONI TAL- PORT IL-KBIR
Job Title:	<i>Higher Technician (Electrical)</i>	
Dmirijiet u Responsabbiltajiet		

- i. Jwettqu dmirijiet tekniċi kif mgħotija lilhom skont l-qasam tekniku speċjalizzati għalih;
- ii. Jikkoordina u jwettaq żjarat fuq il-post sabiex jiġi vverifikat li x-xogħlijiet infrastrutturali tad-dawl tat-toroq qed jitwettqu kif approvat mill-Ministeru, skont id-disinji elettriċi approvati u l-Bills of Quantities, kif ukoll it-tnejja ta' rapporti bil-konkluzjonijiet u s-sejbiet relevanti;
- iii. Jevalwa kwotazzjonijiet u dokumentazzjoni teknika oħra relatata mal-installazzjoni tal-infrastruttura tad-dawl tat-toroq u jassisti lill-inġinier fil-proċess ta' ċertifikazzjoni tagħhom;
- iv. Iwettaq żjarat għal qari tal-meters fuq numru magħżul ta' meters tad-dawl tat-toroq u janalizza anomaliji fill-konsum tul iż-żmien;
- v. Jkunu konxji dwar kwistjonijiet ta' saħħa u sigurtà;
- vi. Jkunu lesti jaħdmu f' tim u jhaddnu prattiki favur l-ambjent filwaqt li jkunu dejjem lebsin diċenti għall-ambjent tax-xogħol;
- vii. Jikkoordinaw mas-superjuri tagħhom biex jikkompilaw listi ta' tagħmir li jkun jinkludi speċifikazzjonijiet meta jkun irid jinxtara tagħmir ġdid jew spare parts ieħor;
- viii. Jikkollaboraw mas-superjuri tagħhom waqt l-ikkompilar ta' listi ta' tagħmir jew materjal ieħor li jintuza fuq il-post tax-xogħol li jkun hemm bżonn jinxtara kif ukoll biex jaraw li x-xogħol isir b' mod effettiv;
- ix. Ikunu responsabbli għall-materjal u għodda li jkunu qed jiġu wżati fil-qasam tax-xogħol u responsabbiltà tagħhom;
- x. Jkunu kapaċi jinterpretaw manwali tal-utent, stampi blu u pjanijiet, kif applikabbli, kif ukoll jkunu responsabbli biex jiktbu rapporti relatati max-xogħol tagħhom;
- xi. Jattendu laqgħat, taħriġ, seminars u sessjonijiet ta' taħriġ għall-iżvilupp tal-impjegati, skont il-ħtieġa;
- xii. Kontinwament jikkollaboraw mas-superjuri tagħhom biex jidentifikaw il-prijoritajiet ta' xogħol, id-dettalji tekniċi u l-iskedi tax-xogħol tal-istaff tekniku assenjat taħt ir-responsabbiltà tagħhom;
- xiii. Jagħmlu superviżjoni sabiex l-impjegati fi gradi/pożizzjoni aktar baxxi jwettqu x-xogħlijiet kollha b' mod effiċjenti u fil-ħin, skont struzzjonijiet mogħtija mis-superjuri tagħhom;
- xiv. Jaġixxu f' isem uffiċjali superjuri skont l-esiġenzi;
- xv. Jassistu fit-tnedija ta' inizjattivi ġodda li jridu jiġu mnedija mill-Management;
- xvi. Jassiguraw li l-operat kollu li jsir taħt ir-responsabbiltà tagħhom jitwettqu skont ir-regolamenti u l-proċeduri tas-saħħa u s-sigurtà;
- xvii. Kwalunkwe komputu ieħor li s-superjur jista' jiddelega lilhom, skont il-ħtieġa;
- xviii. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

Ministry:	<i>Ministry for Energy, the Environment and the Regeneration of the Grand Harbour</i>	 GOVERNMENT OF MALTA MINISTRY FOR ENERGY, THE ENVIRONMENT AND THE REGENERATION OF THE GRAND HARBOUR
Job Title:	<i>Higher Technician (Electrical)</i>	
Duties and Responsibilities		

- i. Carry out technical duties as assigned according to the technical area they specialise in;
- ii. Coordinating and conducting site visits to verify street lighting infrastructural works are being carried out as approved by the Ministry, through the approved electrical drawings and Bills of Quantities and drafting reports with the findings;
- iii. Reviewing quotations and other technical documents relating to the installation of street lighting infrastructure and assisting engineer in their certification;
- iv. Carrying out meter readings on selected street lighting meters and analysing anomalies in consumption trends over time;
- v. Knowledgeable in health and safety issues;
- vi. Must be ready to work within a team and be environmentally friendly and dressed suitably for a work environment;
- vii. Coordinating with superiors to compile lists of equipment complete with specifications in view of purchasing new equipment or spare parts;
- viii. Liaising with superiors to compile lists of equipment and consumables which may be required for the purchasing and effective execution of work;
- ix. Be responsible for material and tools used within their area of responsibility;
- x. Be able to interpret manuals, blueprints, and/or prints, as applicable, and be responsible for drafting of reports related to their area of work;
- xi. Attending for meetings, training, seminars, and staff development sessions as may be deemed necessary;
- xii. Liaise continuously with their respective superiors regarding job priorities, technical details and work schedules of technical staff assigned under their responsibility;
- xiii. Supervise employees in a lower grade/position to complete all jobs efficiently and within a timely manner as instructed by their superiors;
- xiv. Act on behalf of their superiors according to exigencies;
- xv. Assisting in the execution of new initiatives that are launched by management;
- xvi. Ensure that all operations under their responsibility are performed in accordance with the Health and Safety regulations and procedures;
- xvii. Undertake any other tasks, which the superior may delegate to them, as may be required; and
- xviii. Any other duties as directed by the Principal Permanent Secretary.