

Anness A

Ministry:	<i>Ministeru għall-Energija, 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>Operative III (Maintenance)</i>	
Dmirijiet u Responsabbiltajiet		

- i. Jagħmel xogħol li jirrikjedi abilità u intelligenza iżda li fih nnifsu ma jikkostitwixxix il-funzjonijiet u d-dmirijiet kollha ta' sengħa partikolari;
- ii. Jagħmel xogħol ta' manutenzjoni u tiswija ta' rutina li jinkludi tikħil, tibjid, tqegħid ta' passaġġi taċ-ċangatura, xogħol bażiku ta' plumbing, serraturi u xogħol fil-ġebel;
- iii. Jassisti l-bennejja, l-electricians, il-plumbers, il-mastrudaxxi, il-kaħħala u haddiema oħra tas-sengħa waqt il-qadi ta' dmirijiethom;
- iv. Jgħabbi u jhott il-vetturi;
- v. Inaddaf zoni fuq barra u fuq ġewwa;
- vi. Juża tagħmir, inkluż slielem u scaffolding, u jaħdem f'għoli differenti kif u meta meħtieġ;
- vii. Iċaqtaq u jgħorr l-għamara u t-tagħmir;
- viii. Iwettaq dmirijiet ta' ġardinaġġ/tisbiħ u kultivazzjoni f'żoni miftuħa, ġonna u serer;
- ix. Juża u jhaddem sewwa għodda speċjalizzata bħal grass cutters, rotivators, mowers u tractors;
- x. Jimplimenta programmi ta' manutenzjoni preventiva fuq l-impjant u t-tagħmir skont struzzjonijiet mogħtija mis-superjuri tiegħu;
- xi. Jaħdem f'konformità shiħa mar-regolamenti tas-saħħa u s-sigurtà;
- xii. Kwalunkwe komputu ieħor li s-superjur jista' jiddelega lilu/lilha, kif jista' jkun meħtieġ;
- xiii. Iwettaq dmirijiet oħra li jisgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;
- xiv. 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>Operative III (Maintenance)</i>	
Duties and Responsibilities		

- i. Performs work which requires skill and intelligence, but which in itself does not constitute all the functions and duties of a particular trade;
- ii. Performs routine maintenance and repair works including plastering, painting, laying soft stone passages, basic plumbing, locks, and masonry works;
- iii. (Assists masons, electricians, plumbers, carpenters, plasterers, and other skilled employees in the performance of their duties;
- iv. Loads and transfers materials to and from any vehicle;
- v. Cleans indoor and outdoor areas;
- vi. Makes use of equipment, including ladders and scaffolding, and works at different heights as and when necessary;
- vii. Moves furniture and equipment;
- viii. Carries out landscaping and cultivation duties in open grounds, gardens, and greenhouses;
- ix. Uses and handles specialised tools such as grass cutters, rotivators, mowers and tractors;
- x. Implements preventive maintenance programmes on plant and equipment as instructed by superiors;
- xi. Works in full compliance with health and safety regulations;
- xii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;
- xiii. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary;
- xiv. Any other duties as directed by the Principal Permanent Secretary.