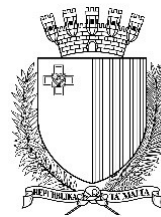


Anness A

Ministeru	<i>Ministeru għall-Intern u s-Sigurtà</i>
L-impjieg	<i>Manager II (Compliance)</i>



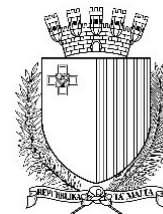
MINISTERU GHALL-INTERN U S-SIGURTÀ
201 TRIQ ID-DEJQ VALLETTA, MALTA

Dmirijiet u responsabbiltajiet

- i. Jistabbilixxi *policies* u proċeduri dwar is-Sigurtà fl-Avjazzjoni li jirriflettu r-regoli Ewropej u internazzjonali;
- ii. Jagħti taħriġ u jiċċertifika għalliema tas-Sigurtà fl-Avjazzjoni, manigġers tas-Sigurtà fl-Avjazzjoni, u persunal tas-sigurtà;
- iii. Iwettaq verifiki, ispezzjonijiet u testijiet bil-għan li jassigura li entitajiet huma konformi marregoli nazzjonali, Ewropej u internazzjonali tas-Sigurtà fl-Avjazzjoni;
- iv. Iwettaq kontrolli tal-preċedenti personali fuq il-ħaddiema ta' l-ajruport u tal-linji tal-ajru li jkollhom bżonn aċċess għaž-żoni ristretti tas-sigurtà fl-ajruport u fuq l-ajruplani;
- v. Iwettaq valutazzjonijiet tar-riskju tas-Sigurtà fl-Avjazzjoni biex jivverifika li regoli nazzjonali tas-Sigurtà fl-Avjazzjoni huma adegwati;
- vi. Jirrapprezenta lid-Dipartiment tas-Sigurtà fl-Avjazzjoni f' laqgħat tal-Unjoni Ewropeja u internazzjonali;
- vii. Jipprepara u jipparteċipa fid-diversi proċessi ta' konsultazzjoni li d-Dipartiment tas-Sigurtà fl-Avjazzjoni ikollu ma entitajiet lokali ta' l-avjazzjoni;
- viii. Jikteb rapporti, bil-Malti u bl-Ingliż, bħal imma mhux limitatament, rapporti trimestrali rapporti annwali tad-dipartiment u rapporti ta' laqgħat, u jirrispondi mistoqsijiet parlamentari;
- ix. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;
- x. Iwettaq dmirijiet oħra li jistgħu jiġu aġġornati biex jissodisfaw ir-rekwiżiti ta' kwalunkwe qasam ieħor kif ikkonfermat mis-Segretarju Permanenti;
- xi. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

Ministry	<i>Ministry for Home Affairs and Security</i>
Job title	<i>Manager II (Compliance)</i>



MINISTRY FOR HOME AFFAIRS AND SECURITY
201, STRAIT STREET, VALLETTA, MALTA

Duties and responsibilities

- i. Establishes and implements aviation security policies and procedures that reflect EU and international aviation security rules;
- ii. Conducts training and certification for aviation security instructors, aviation security managers, and security screeners;
- iii. Conducts audits, inspections and tests with the aim of ensuring that entities are complying with national, EU and international aviation security rules;
- iv. Performs background checks on airport and airline employees requiring access to security areas of the airport and on-board aircraft;
- v. Conducts aviation security risk assessments to verify the adequacy of national aviation security rules;
- vi. Represents the Aviation Security Department in EU and international meetings;
- vii. Prepares and participates for various consultation processes which the Aviation Security Department holds with local aviation entities;
- viii. Drafts reports, in Maltese and English languages, such as but not limited to quarterly reports, annual departmental report and reports of meetings, and draft replies to parliamentary questions;
- ix. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;
- x. Undertakes any other duties which may be updated to meet the requirements of any other area as confirmed by the Permanent Secretary;
- xi. Any other duties as directed by the Principal Permanent Secretary.