Anness A

Ministeru	*Ministeru għall-Finanzi*
L-impjieg	*Spettur tad-Dwana*

MINISTERU GĦALL-FINANZI
30, MAISON DEMANDOLS,
TRIQ NOFS IN-NHAR, IL-BELT VALLETTA

Dmirijiet u Responsabbiltajiet

i. Implimentazzjoni tal-leġiżlazzjoni u r-regolamenti tad-Dwana tal-Unjoni Ewropeja u nazzjonali, u koordinazzjoni ma' awtoritajiet u aġenziji oħra tal-Gvern fil-qasam tal-infurzar tal-liġi, intelliġenza u dħul fiskali;

ii. Jipproteġi d-dħul tal-Unjoni Ewropeja u nazzjonali, permezz ta' parteċipazzjoni f'operazzjonijiet kontra l-kuntrabandu, inklużi evażjoni tat-taxxa u frodi;

iii. Għażla tal-merkanzija għall-eżami, prinċipalment ibbażat fuq analiżi tar-riskju;

iv. Tmexxija effiċjenti ta' kuljum tas-Sezzjoni jew shift taħt il-kontroll tiegħu/tagħha;

v. Preżentazzjoni ta' rapporti lill-Ispettur Anzjan;

vi. Jirrispondi għall-mistoqsijiet mill-istaff tiegħu/tagħha, mill-pubbliku u mid-Dipartimenti/Awtoritajiet tal-Gvern, filwaqt li tiġi żgurata konsistenza fl-applikazzjoni tagħhom;

vii. Jinforma bi kwalunkwe problema jew diffikultà lill-Ispettur Anzjan fil-ħin u jirrikomanda soluzzjonijiet;

viii. Attendenza għal laqgħat organizzati mill-uffiċjali superjuri tiegħu/tagħha u implimentazzjoni tad-deċiżjonijiet meħuda;

ix. Jiġi żgurat li l-pubbliku jingħata servizz effiċjenti u kordjali skont il-PSMC;

x. Koordinazzjoni ta' dmirijiet legali, assistenza lill-Uffiċċju tal-Avukat Ġenerali f'każijiet ċivili u kummerċjali, u assistenza lill-Pulizija waqt prosekuzzjoni f'każijiet kriminali li jinvolvu lid-Dipartiment;

xi. Jirrappreżenta lill-Amministrazzjoni tat-Taxxa u d-Dwana f'laqgħat, seminars u workshops organizzati mill-Kummissjoni Ewropea, kif ukoll minn korpi nazzjonali u internazzjonali oħra kif meħtieġ, kemm lokalment kif ukoll barra minn Malta;

xii. Ħidma fuq bażi ta' shift inklużi l-Ħdud u Festi Pubbliċi kif jista' jkun meħtieġ;

xiii. Jwettaq kwalunkwe kompitu ieħor li l-uffiċjal superjuri jista' jiddelega lilu/lilha kif jista' jkun meħtieġ;

xiv. Jwettaq dmirijiet kif dirett mill-Kummissarju tat-Taxxa u d-Dwana u s-Segretarju Permanenti;

xv. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

MINISTRY FOR FINANCE
30, MAISON DEMANDOLS,
SOUTH STREET, VALLETTA

Ministry	*Ministry for Finance*
Job title	*Inspector of Customs*

Duties and Responsibilities

i. Implementing EU and National Customs Legislations and Regulations, and coordinating with other Government Authorities and Agencies in areas of law enforcement, fiscal intelligence, and revenue collection;

ii. Protecting EU and national revenue, through participation in anti-contraband operations, which include tax evasion and fraud;

iii. Targeting cargo for examination mainly based on risk management;

iv. The day-to-day efficient running of the Section or shift under his/her control;

v. Submissions of reports to the Senior Inspector;

vi. Dealing with queries from his/her staff, the Public and Government Departments/Authorities, while ensuring consistency in their application;

vii. Bringing to the attention of the Senior Inspector any potential problems or difficulties in due time and recommending solutions;

viii. Attending meetings set up by his/her superior officers and implementing decisions taken;

ix. Ensuring that the public is given an efficient and cordial service in line with the PSMC;

x. Coordinating legal duties, assisting the Office of the Attorney General in civil and commercial court cases, and assisting the Police during prosecution in criminal cases involving the Department;

xi. Attending European Commission meetings, seminars, workshops and working visits, as well as other national and international bodies as required, both locally or abroad, representing the Malta Tax and Customs Administration;

xii. Working on a shift basis including Sundays and Public Holidays as may be required;

xiii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;

xiv. Performs duties as directed by the Commissioner for Tax and Customs and the Permanent Secretary;

xv. Any other duties as directed by the Principal Permanent Secretary.