Ministry for the Environment, Sustainable Development and Climate Change

POST OF ASSISTANT VETERINARY SUPPORT OFFICER/VETERINARY SUPPORT OFFICER IN THE VETERINARY AND PHYTOSANITARY REGULATION DIVISION IN THE MINISTRY FOR THE ENVIRONMENT, SUSTAINABLE DEVELOPMENT AND CLIMATE CHANGE

Nomenclatures denoting the male gender include also the female gender.

1. The Director Human Resources, on behalf of the Permanent Secretary, Ministry for the Environment, Sustainable Development and Climate Change invites applications for the post of Assistant Veterinary Support Officer/Veterinary Support Officer in the Veterinary and Phytosanitary Regulation Division in the Ministry for the Environment, Sustainable Development and Climate Change.

Terms and Conditions

2.1 This appointment is subject to a probationary period of six (6) months.

2.2 The salary for the post of Assistant Veterinary Support Officer is Salary Scale 14 (which in the year 2018 is €14,928 per annum, rising by annual increments of €316.83 up to a maximum of €16,829).

2.3 An Assistant Veterinary Support Officer will progress to Scale 13 (€15,955 x €335.50 - €17,968) on completion of five (5) years’ service in the grade, subject to satisfactory performance, provided that an Assistant Veterinary Support Officer will be promoted to Veterinary Support Officer in Scale 12 (€17,026 x €354 - €19,150) upon obtaining a relevant, recognised Diploma at MQF Level 5 approved by the Veterinary Surgeons’ Council.

2.4 A Veterinary Support Officer in Salary Scale 12 will progress to Salary Scale 10 (€19,331 x €407.67 - €21,777) on completion of five (5) years’ service in the grade, or two (2) years if in possession of a recognised, relevant degree at MQF Level 6 approved by the Veterinary Surgeons’ Council, always subject to satisfactory performance.

2.5 The appointee will be entitled to such other benefits and subject to such other conditions as may be stipulated in any pertinent agreement between the Malta Government and the competent Unions.

Duties

3. The duties of Assistant Veterinary Support Officer/Veterinary Support Officer in the Veterinary and Phytosanitary Regulation Division include:

(i) Assisting Veterinary Officers in all field work, including the preparation of safety equipment;
(ii) Taking blood samples;
(iii) Leading, carrying and/or holding animals during testing and treatment while keeping records of tests and other proceedings on relevant database/s;
(iv) Carrying out laboratory work such as sterilisation of equipment, basic lab analysis such as ELISA techniques, agglutination for diagnosis of certain animal diseases such as TSE, Brucellosis, Bovine Leukosis and Avian Influenza, and reparation of media in the Laboratory to be used for different analysis;
(v) Carrying out identification systems on various species and putting them on the national database;
(vi) Taking samples from food and carcasses for testing, as and when directed;
(vii) Carrying out inspections on farms with reference to animal health, animal welfare, biosecurity on the holdings, management of stocks and any other issue that may arise from time to time;
(viii) Carrying out post-mortem inspections of carcasses under the supervision of official veterinarians;
(ix) Forming part of teams involved in disease controls that may involve the culling of animals on the field;
Forming part of teams involved in carrying out HACCP audits and inspections in approved dairy, fisheries, meat, egg and other food of animal origin establishments;

Forming part of teams involved in implementing official controls in approved establishments;

Forming part of enforcement teams and giving evidence in court on behalf of the Department;

Inputting data in relevant databases;

Performing any other duties as assigned by the Permanent Secretary (MESDC), the Director General (Veterinary and Phytosanitary Regulation), the Director (Veterinary Regulation) and/or their representative(s);

Any other duties according to the exigencies of the Public Service as directed by the Principal Permanent Secretary.

Eligibility requirements

4.1 By the closing time and date of this call for applications, applicants must be:

(i) citizens of Malta; or

(b) citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; or

(c) citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; or

(d) any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); or

(e) third country nationals who have been granted long-term resident status in Malta under regulation 4 of the “Status of Long-Term Residents (Third Country Nationals) Regulations, 2006” or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the “Family Reunification Regulations, 2007”.

The advice of the Department of Citizenship and Expatriate Affairs within the Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

(ii) able to communicate in the Maltese and English languages;

(iii) (a) in possession of a recognised (two year full-time or equivalent) qualification at MQF Level 4 (with a minimum of 120 ECTS/ECVETS credits or equivalent) in Chemistry, Biology or another relevant area approved by the Veterinary Surgeons’ Council; OR

(b) in possession of two (2) Advanced level passes at MQF level 4, one of which must be Chemistry or Biology; OR

(c) in possession of a recognised qualification at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits or equivalent, with regard to programmes commencing as from October 2003) in a relevant field approved by the Veterinary Surgeons’ Council; OR
Public Officers who were performing duties as Assistant Veterinary Support Officer on the 01 March 2013, whose appointment in the said grade has been confirmed and who have at least ten (10) years satisfactory service in the grade of Assistant Veterinary Support Officer by the closing date and time of this call for applications.

4.2 Successful candidates under paragraph 4.1(iii)(a) or 4.1(iii)(b) will enter into the grade of Assistant Veterinary Support Officer, whereas successful candidates under paragraph 4.1(iii)(c) or 4.1(iii)(d) will enter directly into the grade of Veterinary Support Officer. Appointments, on the basis of the final order of merit, will take place subject to the availability of vacancies within the validity period of the result.

4.3 Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered, provided that they submit evidence that they have been approved for the award of the qualifications in question, or successfully completed the necessary ECTS/ECVET credits, or equivalent, taken as part of a recognized MQF level program of study, as required in the afore-mentioned eligibility criteria or higher, by the closing time and date of the call for applications.

4.4 Public Officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.5 Applicants must be of conduct which is appropriate to the post applied for (applicants who are already in the Malta Public Service must produce a Service and Leave Record Form (GP 47); those applying from outside the Service must produce a Certificate of Conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application and state whether they have ever been in Government Service, giving details).

4.6 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.5 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.7 Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable to this call for applications (see link below).

Submission of supporting documentation

5.1 Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of which should be attached to the application. Scanned copies sent electronically are acceptable.

5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection procedure

6.1 Eligible applicants will be assessed by a Selection Board to determine their suitability for the post. The maximum mark for this selection process is one hundred per cent (100%) and the pass mark is fifty per cent (50%).

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1-4.5, have proven relevant work experience.
Submission of applications

7. Applications, together with a *curriculum vitae* showing qualifications and experience, will be received by the Director Human Resources (Attn: Assistant Director, Human Resources) in the Ministry for the Environment, Sustainable Development and Climate Change, 6, Qormi Road, St. Venera SVR 1301 by not later than **noon (Central European Time) of Friday, 03 August 2018.** Applications can also be submitted through the Online Government Recruitment Portal on [http://recruitment.gov.mt](http://recruitment.gov.mt) by the said closing time and date. Further details concerning the submission of applications are contained in the general provisions referred to below.

Other general provisions

8. Other general provisions concerning this call for applications, with particular reference to:

- applicable benefits, conditions and rules/regulations;
- reasonable accommodation for registered persons with disability;
- submission of recognition statements in respect of qualifications;
- publication of the result;
- medical examination;
- the process for the submission of petitions concerning the result;
- access to application forms and related details;
- retention of documents;

may be viewed by accessing the website of the People & Standards Division at the address [https://publicservice.gov.mt/en/people/Pages/PeopleResourcingandCompliance/FormsandTemplates.aspx](https://publicservice.gov.mt/en/people/Pages/PeopleResourcingandCompliance/FormsandTemplates.aspx) or may be obtained from the Human Resources Directorate (Attn: Assistant Director, Human Resources), Ministry for the Environment, Sustainable Development and Climate Change, 6, Qormi Road, St. Venera SVR 1301. These general provisions are to be regarded as an integral part of this call for applications.

The website address and e-mail address of the receiving Directorate are [http://www.environment.gov.mt](http://www.environment.gov.mt) and [humanresources.mesdc@gov.mt](mailto:humanresources.mesdc@gov.mt).