LETTER CIRCULAR

Information: ✓ Action Required: ✓

Ref: HR/106/2013

From: Director, Human Resources (MEDE)

To: Directors, College Principals and Heads of School/Section (State Only)

Subject: Departmental Call for Applications - Post of Head of Department (Subject/Group of Subjects/Areas) in the Directorate for Quality & Standards in Education

Date: 24th July 2013

Please bring the subjoined advert to the notice of all concerned. Closing date is noon (Central European Time) of Friday 16th August 2013.

You are hereby being reminded of your obligation to ensure that circulars are brought to the attention of all employees, including those on any sort of leave, in a timely manner. It is also to be ensured that employees under your responsibility are fully aware of what system of circulation of information is used and of their duty to utilise this system regularly and diligently.

Joseph Micallef
Director
Human Resources (MEDE)