MINISTRY FOR EDUCATION AND EMPLOYMENT

ENGAGEMENT OF RETIRED PUBLIC OFFICERS FROM EDUCATION GRADES TO PERFORM TEACHING DUTIES WITHIN THE MINISTRY FOR EDUCATION AND EMPLOYMENT

The Ministry for Education and Employment (MEDE) would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. MEDE adheres to S.L. 327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Educations Regulations 2016) in its recruitment process.

Nomenclatures denoting the male gender include also the female gender.

1.0 Introduction

1.1 The Permanent Secretary, Ministry for Education and Employment (MEDE) invites applications from retired Public Officers in the grades of Heads of School, Assistant Heads of School, Education Officers, Heads of Department and Teachers/Instructors to perform teaching duties within the Ministry for Education and Employment to serve in Malta and/or Gozo for a definite period on a full-time or part-time basis, as and when required.

1.2 Applicants may apply for any of the subjects/areas/cycle taught in compulsory education, by indicating in CV the subject/s/area/cycle. For a list of subjects/areas/cycle kindly see Appendix A.

2.0 Duration of assignment and Conditions

2.1 The engagement will be on a definite basis for one (1) scholastic year, which may be renewed for further periods.

2.2 School days, hours and holidays shall be as established in the Agreement between the Government of Malta and the Malta Union of Teachers signed on the 21st December 2017.

3.0 Salary pegged to the position

3.1 Chosen public officers in the grade of retired teachers/instructors who return to the Public Service to teach, will be remunerated at the Salary Scale and step on which they retired, including all relevant applicable allowances.

3.2 Chosen public officers in the grades of Heads of School, Assistant Heads of School, Education Officers, and Heads of Department who return to the Public Service to teach, will be remunerated at the maximum of Salary Scale 7 (which is the maximum of a teacher’s Salary), including all relevant applicable allowances.

3.3 Mid-day break supervision will be paid at the applicable rate currently, €11.75 per hour.
3.4 A selected applicant will also be entitled to the annual bonus and the weekly income supplement both in full if working on a full-time basis or on a pro-rata basis according to the number of contact and non-contact hours worked if working on a part-time basis, provided however that these are not already being enjoyed by him/her under any of the provisions of the Social Security Act.

4.0 Duties

4.1 The duties and responsibilities of a Retired Teacher shall include:

- performing all the duties of a teacher (see: Job Descriptions Handbook, July 2007);

- carrying out their duties in utmost good faith, with due diligence and to the best of their abilities and they shall act in all respects according to the instructions and/or directives given to them by the Education Directorates, College Principal/Head (College Network), and Head of School.

- adopting and work towards the implementation of the school development plan of the particular school or schools they are giving service in.

- to serve in any College, school, resource centre or educational institution including serving in more than one College/school/centre/institution, in Malta and/or Gozo. MEDE, reserves the right to deploy selected candidates from one College/school/centre/institution to another according to the exigencies of MEDE, including on a shared basis.

- teaching and educating students according to guidelines provided by the National Curriculum Framework under the overall guidance of the competent education authority;

- teaching and educating students according to the educational needs, abilities and attainment potential of individual students entrusted to his/her care by the Head of School;

- performing any other duties according to the exigencies of the Public Service, as directed by the Principal Permanent Secretary.


4.3 The selected candidate is expected to carry out his/her duties in utmost good faith, with due diligence and to the best of his/her abilities and he/she shall act in all respects according to the instructions and/or directives given to him/her by the Education Directorates, College Principal/Head (College Network), and/or Head of School.

4.4 The selected candidate may be assigned to serve in any College, School, Resource Centre, Learning Support Centre or educational institution including serving in more than one school/centre/institution, in Malta and/or Gozo. MEDE reserves the right to deploy selected candidates from one College/school/centre/institution to another according to the exigencies of the MEDE, including on a shared basis.
5.0 Eligibility requirements

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

(i) (a) 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) proficient in the Maltese and English languages;

(iii) retired Teachers/Instructors, Heads of School, Assistant Heads of School, Education Officers and Heads of Department:

a) in possession of a Teacher’s Warrant (Permanent); and

b) who have at least five (5) scholastic years teaching experience in the subject/area/cycle applied for in a licensed school offering compulsory education.

5.2 Applicants must be of conduct which is appropriate to the position 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).

6.0 Submission of supporting documentation

6.1 Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of which should be uploaded on the edurecruitment portal https://edurecruitment.gov.mt, when you apply.

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

7.0 Selection procedure

7.1 Eligible applicants will be assessed by a Selection Board to determine their suitability only in cases where the number of applicants exceeds the number of vacancies in the subject/area/cycle applied for. The maximum mark for this selection process is 100% and the pass mark is 50%.

7.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.2, have proven relevant work experience.

8.0 Submission of applications

8.1 Applications, together with Curriculum Vitae showing qualifications and experience, and an updated Service and Leave Record Form (GP 47) / Certificate of Conduct as applicable, are to be submitted through the Online Education Recruitment Portal ONLY at the following address http://edurecruitment.gov.mt by not later than noon (Central European Time) of Thursday, 31st December 2020. An automatic receipt will be sent to your e-mail informing you that your application was submitted successfully.

8.2 However, due to the exigencies of MEDE, the selection process will initially consider, applications received by noon (Central European Time) of Friday, 20th September 2019. Should you require assistance with the application kindly contact Edu Servizz.gov on telephone number 153.

8.3 Applicants are to indicate the subject/area/ cycle they wish to teach in CV.

8.4 Further details concerning the submission of applications are contained in the general provisions referred to below.

9.0 Other general provisions

9.1 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;
- the submission of recognition statements in respect of qualifications;
• the publication of the result;
• the process for the submission of petitions concerning the result;
• medical examination;
• access to application forms and related details; (not applicable in view of paragraph 8.1 above);
• 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/Forms andTemplates.aspx. These general provisions are to be regarded as an integral part of this call for applications.