Ministry for Education and Employment

POST OF TECHNICIAN / SENIOR TECHNICIAN IN THE MINISTRY FOR EDUCATION AND EMPLOYMENT TO SERVE IN MALTA

Nomenclatures denoting the male gender include also the female gender.

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 Education Regulations 2016) in its recruitment process.

1.1 The Permanent Secretary, Ministry for Education and Employment (MEDE), invites applications for the post of Technician / Senior Technician within MEDE to serve in Malta in the following areas:

(a) Vocational Education and Training (VET)
(b) Information Technology (IT)
(c) Science
(d) Design and Technology

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 Technician is Salary Scale 15, which in 2019 is, €14,390 per annum, rising by annual increments of €298.00 up to a maximum of €16,178.

2.3 A Technician will be promoted to the grade of Senior Technician in Salary Scale 14, which in 2019 is, (€15,393 x €316.83 - €17,294), subject to satisfactory performance, on completion of seven (7) years service in the grade, provided that in the case of persons in possession of a Higher Technician Diploma (HTD) or equivalent or higher technical qualification, the period of service shall be reduced to five (5) years.

2.4 The Higher Technician Diploma is rated at MQF Level 5 (with a minimum of 60 ECTS/ECVET or equivalent) A person in possession of an MQF Level 4 (with a minimum of 120 ECTS/ECVET or equivalent) appropriate qualification, followed by two (2) years proven experience shall be deemed to satisfy the requirements mentioned in paragraph 2.3 above.

Duties

3.1 The duties of a Technician include:

i. Coordinating with Head of Department / Teachers-in-charge / Senior Technical Officers / Technical Officers to compile lists of equipment complete with specifications in view of purchasing new equipment or spare parts;

ii. Liaising with Teachers / STOs / TOs so as to compile lists of equipment and consumables which may be required for effective lessons and students’ project work;

iii. Liaising with Teachers / STOs / TOs on lists of equipment, spare parts and consumables in view of purchasing;
iv. Attending for meetings, training, seminars and staff development sessions as may be deemed necessary both locally and abroad;

v. Performing other duties as may be deemed appropriate by the Education Directorates;

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

3.2 A detailed job description of the areas mentioned in paragraph 1.1 may be obtained from: http://education.gov.mt/en/Pages/vacancies.aspx

Eligibility Requirements

4.1 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) able to communicate in both the Maltese and English Languages;

(iii) have successfully completed a course of study under the Technician Apprenticeship Scheme (TAS) at MQF Level 3/4, or a recognised comparable qualification at MQF Level 4 in the relevant area specified in paragraph 1.1; OR

(iv) be public officers with a recognised (two year full-time or equivalent) qualification at MQF level 4 (Ordinary Technician Diploma (OTD)) with a minimum of 120 ECTS/ECVET or equivalent, or a recognised comparable qualification at MQF Level 4, in the relevant area specified in paragraph 1.1.

For the purposes of paragraph 4.1 (iii), the Science Laboratory Technician Trainee Course run by MEDE is considered as equivalent to the Technician Apprenticeship Scheme (TAS).

Public Officers applying for this post must be confirmed in their current appointment.

4.2 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/ECVETS credits, or equivalent, taken as part of a recognized higher MQF level program of study, as required in the afore-mentioned eligibility criteria, by the
closing time and date of the call for applications.

4.3 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.

4.4 Applicants must be of conduct which is appropriate to the post applied for (applicants who are already in the Malta Public Service must produce an updated Service and Leave Record Form (GP 47) issued not earlier than one (1) month from date of application; 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).

4.5 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.6 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 Documents**

5.1 Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of which are to be scanned and sent through the edurecruitment portal [https://edurecruitment.gov.mt](https://edurecruitment.gov.mt).

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 **100%** and the pass mark is **50%**.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 - 4.3, have proven relevant work experience.

**Submission of Applications**

7.1 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](http://edurecruitment.gov.mt) by not later than noon (Central European Time) of Monday, 16th December 2019.

An automatic receipt will be sent to your e-mail informing you that your application was submitted successfully. Should you require assistance with the application kindly contact Edu Servizz.gov on telephone number 153.

7.2 Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the later, to submit any incorrect or incomplete documents.

7.3 Applicants are strongly advised not to wait until the last day to submit their applications since heavy internet traffic or a fault with the internet connection could lead to difficulties in submission. MEDE cannot be held responsible for any delay due to such difficulties.

7.4 Further details concerning the submission of applications are contained in the general provisions referred to
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

These general provisions are to be regarded as an integral part of this call for applications.

For further details regarding job description and this call kindly contact the Vocational Education Training section on tel: 2598 2452.