

Ministry for Education

ENGAGEMENT OF RETIRED EDUCATION GRADES TO PERFORM TEACHING DUTIES IN THE MINISTRY FOR EDUCATION

Nomenclatures denoting the male gender include also the female gender.

The Ministry for Education (MFED) would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. MFED 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.

1.1. The Permanent Secretary, Ministry for Education (MFED) invites applications from retired Heads of School, Assistant Heads of School, Education Officers, Heads of Department and Teachers/Instructors, who served in state and non-state licensed schools offering compulsory education to perform teaching duties within the State Colleges in the Ministry for Education 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.

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.

Salary pegged to the position

3.1. Chosen retired teachers/instructors who return to teach, will be remunerated at the Salary Scale and step on which they retired, including all relevant applicable allowances, on presentation of evidence (testimonials/documents) to the satisfaction of management.

3.2. Chosen Heads of School, Assistant Heads of School, Education Officers, and Heads of Department who return 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, €12.13 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.

Duties

4. The job duties for the position of a Retired Teacher may be viewed in Annex A attached to this Circular.

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 the 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"; **or**
 - f. in possession of a residence document issued in terms of the "Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations".

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 who:
 - a) are in possession of a Teacher's Warrant (Permanent); and
 - b) 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, including an employment history (jobsplus) and state whether they have ever been in Government Service, giving details).

Submission of Supporting Documents

6.1. Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of which are to be scanned and sent through the Education Recruitment Portal on <https://edurecruitment.gov.mt>.

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

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.

Submission of Applications

8.1. Applications are to be submitted, for the attention of the Ministry for Education, through the Education Recruitment Portal only at the following address: <https://edurecruitment.gov.mt>. Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant), and an updated Service and Leave Record Form (GP47) / Certificate of Conduct as applicable which have been issued not earlier than one (1) month from the date of application, in pdf format, which are to be uploaded through the Portal. The closing date of the receipt of applications is 17:15 hrs (Central European Time) of Friday, 31st December, 2021. A computer-generated e-mail will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained the general provisions referred to below.

8.2. However, due to the exigencies of MEDE, the selection process will initially consider, applications received by **17:15 hrs (Central European Time) of Wednesday, 30th December, 2020**. The closing date for this call has been extended by two working days since on the 28th and 29th December the system will not be functional due to a system upgrade. 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. It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

8.5. Applications which are received after closing date and time (i.e. late applications) are not allowed.

8.6. 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.

Other General Provisions

9. 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;
- retention of documents

may be viewed by accessing the website of the People & Standards Division at the address <https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf>

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