

Malta Council for the Voluntary Sector
CALL FOR SERVICES OF LAWYER IN CRIMINAL AND CIVIL MATTERS

Nomenclatures denoting the male gender also include the female gender.

1. The Malta Council for the Voluntary Sector (MCVS) invites applications from trustable and warranted lawyers for a call for services within the same Malta Council for the Voluntary Sector.

Duration of assignment and Conditions

2.1 A selected candidate will enter a three (3) year assignment as Lawyer with the Malta Council for the Voluntary Sector, which may be renewed for further periods.

2.2 The position of Lawyer is subject to a probationary period of one (1) year.

2.3 Since this position is time-barred or linked to the completion of a specific task, such constitutes an objective reason in terms of Regulation 7(4) of S.L. 452.81.

Salary pegged to the position

3. Applicants are requested to submit with their application the hourly rate they are requesting for the delivery of their services.

3.1 The salary shall be reimbursed monthly in arrears as per the agreed hourly rate stated in the application of the successful applicant.

Duties

4. The Lawyer shall be responsible for the following tasks:

- a) Advising on Laws, Regulations and Legal Notices relating and effecting the voluntary sector.
- b) Review contracts in accordance with the needs of the operation of the Council.
- c) Be responsible that any legal obligations and statutory filings are submitted in due time.
- d) Conducting legal research in accordance with the needs of the Council.
- e) Advise on employment matters.
- f) Providing Legal advice as may be necessary.
- g) Other related duties as may from time to time be reasonably required

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) able to communicate in the Maltese and English Languages;
- (iii)
 - (a) are in possession of a Degree in Law from the University of Malta.
 - (b) are in possession of a Warrant to practice as a lawyer on the Maltese Islands.
 - (c) Have at least 2 years proven experience in civil litigation and criminal matters after obtaining warrant.
 - (d) Experience in or with voluntary organisations is an asset.

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

5.3 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).

5.4 Applicants must be eligible to take up their due appointment, in terms of 5.1 to 5.3 above, not only by the closing time and date of this call for applications but also on the date of appointment.

5.5 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

6.1 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.

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 for the position. 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 5.3, have proven relevant work experience.

Submission of applications

8. Copy of the job description and other information may be obtained by sending an email on m cvs.misw@gov.mt.

A *curriculum vitae* and a covering letter in the contents of the email from warranted lawyers for the above mentioned call for services will be received latest by not later than noon (*Central European Time*) of Tuesday, 23rd November 2021 quoting MCVS/L/2021 in the subject title of the email sent at: m cvs.misw@gov.mt. Late applications will not be considered. In the application one must state the hourly rate requested for the legal services.

Other general provisions

9. For more information contact the Malta Council for the Voluntary Sector at the Volunteer Centre, 181, Melita Street, Valletta. The phone and e-mail address of the Malta Council for the Voluntary Sector are +356 22481110 and m cvs.misw@gov.mt.

Mauro Pace Parascandalo
Chief Executive Officer
Malta Council for the Voluntary Sector

Kunsill Malti għas-Settur tal-Volontarjat
SEJHA GĦAS-SERVIZZI TA' AVUKAT F'MATERJI KRIMINALI U ĊIVILI

Nomenklaturi li jindikaw il-maskil jinkludu wkoll il-femminil.

1. Il-Kunsill Malti għas-Settur tal-Volontarjat jilqa' applikazzjonijiet mingħand avukati bil-warrant li huma affidabli għas-sejha ta' servizzi fl-istess Kunsill Malti għas-Settur tal-Volontarjat.

Tul tal-assignment u kundizzjonijiet

2.1 Persuna magħżula tidhol f'assignment ta' tliet (3) snin bħala Avukat mal- Kunsill Malti għas-Settur tal-Volontarjat, li jista' jiġi mġedded għal perjodi oħra.

2.2 Il-pożizzjoni ta' Avukat hija sugġetta għal perjodu ta' prova ta' tnax (12)-il xahar.

2.3 Din il-pożizzjoni hija marbuta ma' terminu ta' żmien fiss jew tkomplija ta' biċċa xogħol speċifika, u għaldaqstant dan jikkostitwixxi raġuni oġġettiva skont Regolament 7(4) ta' L.S. 452.81.

Salarju marbut mal-pożizzjoni

3. L-applikanti huma mitluba jissottomettu mal-applikazzjoni tagħhom ir-rata fis-siegħa li jkunu qed jitolbu għas-servizzi tagħhom.

3.1 Is-salarju għandu jithallas kull xahar b'lura skont ir-rata ta' siegħa miftiehma u dikjarata fl-applikazzjoni tal-applikant li jintgħażel.

Dmirijiet

4. Id-dmirijiet ta' persuna fil-ħatra ta' Avukat jinkludu:

a) Tagħti pariri dwar Liġijiet, Regolamenti u Avviżi Legali li jirrelataw u li jeffettwaw is-settur volontarju.

b) Jirrevedi l-kuntratti skont il-ħtiġijiet tal-operat tal-Kunsill.

ċ) Ikun responsabbli li kwalunkwe obbligu legali u fajls statutorji jiġu sottomessi fil-ħin.

d) Jmexxi ricerka legali skond il-ħtiġijiet tal-Kunsill.

e) Jagħti pariri dwar kwistjonijiet ta' impjeg.

f) L-għoti ta' pariri Legali kif jista' jkun meħtieġ.

g) Dmirijiet oħra relatati kif jistgħu minn żmien għal żmien ikunu raġonevolment meħtieġa

Rekwiziti tal-eligibbiltà

5.1 Sal-ĥin u d-data tal-għeluq ta' din is-sejĥa għall-applikazzjonijiet, l-applikanti għandhom ikunu:

(i) (a) ċittadini ta' Malta; jew

(b) ċittadini ta' Stati Membri oħra tal-Unjoni Ewropea li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjeg bis-saħħa ta' leġislazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ĥieles tal-ħaddiema; jew

(ċ) ċittadini ta' kwalunkwe pajjiż ieħor li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjeg minħabba li jkunu japplikaw għal dak il-pajjiż ta' leġislazzjoni tal-UE u dispożizzjonijiet ta' trattati dwar iċ-ċaqliq ĥieles tal-ħaddiema; jew

(d) kwalunkwe persuni oħra li għandhom jedd għal trattament ugwali daqs ċittadini Maltin fi kwistjonijiet ta' impjeg permezz tar-relazzjoni familjari tagħhom ma' persuni msemmija f'(a), (b) jew (ċ), skont kif hemm fil-liġi jew fil-leġislazzjoni tal-UE u dispożizzjonijiet ta' trattati msemmija hawn fuq; jew

(e) ċittadini ta' pajjiżi terzi li jkunu ngħataw status ta' residenti li joqogħdu għal żmien twil f'Malta taħt ir-regolament 4 tar-Regolamenti tal-2006 dwar "Status ta' Residenti li joqogħdu għal Żmien Twil (Ċittadini ta' Pajjiżi Terzi)", jew li jkunu ngħataw permess ta' residenza taħt ir-regolament 18 (3) tal-istess regolamenti,

Flimkien mal-membri tal-familja ta' ċittadini ta' pajjiżi terzi li jkunu ngħataw permess ta' residenza taħt ir-Regolamenti tal-2007 dwar ir-Rijunifikazzjoni tal-Familji.

Il-parir tad-Dipartiment għall-Affarijiet taċ-Ċittadinanza u *Expatriates* fi ħdan l-Aġenzija *Identity Malta* għandu jiġi mfittex skont il-ħtieġa fl-interpretazzjoni tal-provvedimenti imsemmija hawn fuq.

Il-ħatra ta' kandidati msemmija f'(b), (ċ), (d) u (e) hawn fuq teħtieġ il-ħruġ ta' liċenzja tax-xogħol f'dawk il-każijiet fejn hija meħtieġa skont l-Att dwar l-Immigrazzjoni u leġislazzjoni sussidjarja. *Jobsplus* għandha tiġi kkonsultata skont il-ħtieġa dwar din il-materja.

(ii) kapaċi jikkomunikaw bil-lingwa Maltija u bil-lingwa Ingliża;

(iii) (a) li għandhom Grad fil-Liġi mill-Universita ta' Malta.

(b) li għandhom *Warrant* biex tiprattika ta' avukat fil-Gzejjer Maltin.

(c) għandhom mill-anqas sentejn (2) esperjenza fil-litigazzjoni ċivili u materji kriminali mid-data li ksibt il-warrant.

(d) Esperjenza mal-Organizzazzjonijiet Volontarji hija preferuta.

5.2 Kwalifiki li huma ta' livell ogħla minn dak rikjest hawn fuq jiġu aċċettati għall-fini ta' eligibbiltà, sakemm dawn ikunu fis-suġġetti mitluba.

5.3 L-applikanti jridu jkunu ta' kondotta li hi xierqa għall-pożizzjoni li l-persuna qed tapplika għaliha (applikanti li diġà qegħdin jaħdmu fis-Servizz Pubbliku ta' Malta jridu jipprezentaw is-*Service and Leave Record Form* (GP 47); filwaqt li dawk li japplikaw minn barra jridu jipprezentaw Ċertifikat riċenti tal-Kondotta maħruġ mill-Pulizija jew awtorità oħra kompetenti mhux aktar minn xahar (1) qabel id-data tal-applikazzjoni, u jindikaw jekk qatt kinux impjegati tal-Gvern qabel u jagħtu d-dettalji).

5.4 Il-kandidati magħżula jridu jkunu eliġibbli għall-ħatra f'din il-pożizzjoni, skont 5.1 – 5.3 hawn fuq, mhux biss sal-ħin u d-data tal-għeluq ta' din is-sejha għall-applikazzjonijiet, iżda wkoll fid-data tal-ħatra.

5.5 L-applikanti prospettivi għandhom jaraw il-provvedimenti ġenerali marbuta ma' din is-sejha għall-applikazzjonijiet fejn jikkonċerna s-sottomissjoni ta' dikjarazzjoni ta' rikonnoxximent tal-kwalifiki mingħand l-MQRIC, jew awtorità pertinenti oħra, kif applikabbli (ara l-link aktar 'l isfel).

Sottomissjoni ta' dokumentazzjoni

6.1 Il-kwalifiki u l-esperjenza li l-persuna jkollha għandhom jintwerew b'ċertifikati u/jew dokumenti li kopja tagħhom għandha tkun mehmuża mal-applikazzjoni. Kopji *scanned* mibgħuta b'mod elettroniku huma aċċettati.

6.2 Id-dokumenti oriġinali għandhom, mingħajr eċċezzjoni, jintwerew waqt l-intervista.

Proċeduri tal-għażla

7.1 L-applikanti eliġibbli jiġu assessjati minn Bord tal-għażla biex jiġi ddeterminat min hu adatt għall-pożizzjoni. Il-marka massima għal dan il-proċess tal-għażla hija 100% u l-marka li persuna trid iġġib biex tgħaddi hija 50%.

7.2 Tingħata kunsiderazzjoni xierqa lill-kandidati li, minbarra dak rikjest f'paragrafi 5.1 – 5.3, għandhom esperjenza ta' xogħol relevanti u pruvata.

Sottomissjoni tal-applikazzjoni

8. Kopja tad-deskrizzjoni tax-xogħol w informazzjoni oħra tista' tinkiseb billi tintbagħat email fuq m cvs.misw@gov.mt.

Curriculum vitae w ittra t'akkompanjament fil-kontenut tal-email mingħand avukati bil-warrant għas-sejha għas-servizzi hawn fuq imsemmija jintlaqaw sa mhux aktar tard minn nofsinhar (Ħin taċ-Ċenru tal-Ewropa) ta' nhar it-Tlieta, 23 ta' Novembru, 2021 u tikkwotaw MCVS/L/2021 fit-titolu tas-suġġett tal-email li għandhom jintbghatu fuq: m cvs.misw@gov.mt. Applikazzjonijiet li jaslu tard ma jiġux ikkunsidrati. FI-applikazzjoni għandha tkun imnizzla r-rata fis-siegħa mitluba għas-servizzi legali.

Provvedimenti ġenerali oħra

9. Għal aktar informazzjoni ikkuntattja lill-Kunsill Malti għas-Settur tal-Volontarjat fiċ-Ċentru tal-Volontarjat, 181 Triq Melita, Valletta VLT 1129. Il-kuntatt telefoniku u l-'email' tal-Kunsill Malta għas-Settur tal-Volontarjat huma +356 22481110 u mcvs.misw@gov.mt

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