

CALL FOR APPLICATIONS

Principal OHS Officer (Mechanical Engineering)

At the Occupational Health & Safety Authority (OHSA)

Interested Applicants are kindly requested to submit:

- Letter of Intent;
- *Curriculum Vitae* (CV);
- Copies of any qualifications; and
- Any other pertinent documents.
- A Police Conduct certificate must be presented and should have been issued within the last month.

Applications are to be submitted to recruitment.ohsa@ohsa.mt.

Receipt of applications will be confirmed.

Job Title	Principal OHS Officer (Mechanical Engineering)
Grade/ Contract Type	Principal Grade, Indefinite Contract This is a full-time position (40 hours per week) with a six-month probationary period.
Remuneration and Benefits	<p>Basic Salary Gross for 2024: € 33,243 Communications Allowance: € 815 Clothing Allowance: € 232.94 Inspectorate Allowance: € 6,500</p> <p>Active standby allowance will be paid according to the roster system for hours outside of normal working hours, as per the Collective Agreement (10%).</p> <p>This remuneration is based on the Collective Agreement for 2022-2026</p>

1.0 Job Description & Key Responsibilities

Duties & Responsibilities:

Supervisory - the appointee will be required to:

- a. Supervise, direct, and support a team of OHS Officers through effective and efficient supervision, teamwork, and leadership in accordance with policy and management directives;
- b. Be the immediate point of reference to Officers I and Officers II grade colleagues as well as any trainees;
- c. Prepare work schedules and work plans for direct subordinates in liaison with the line managers or as directed by the Head of Technical Operations;
- d. Review on a regular basis subordinates' performance against set objectives;
- e. Report team achievements to line manager or any other delegate appointed by the Authority;
- f. Coach and guide subordinates in their daily work;
- g. Help in the identification of any training needs for direct subordinates;
- h. Ensure the best attitude, behaviour, language, and appearance thus portraying the best image and reputation of the Authority; and
- i. Report to the line manager or any other delegate as appointed by the Authority, any anomalies regarding the above.
- j. Carry out inspections and investigations at workplaces or on machinery;
- k. Work overtime and be rostered on **active stand-by** outside working hours as determined by management;
- l. Assist the Senior Manager in the efficient operation of the Engineering Unit of the OHSA;
- m. Ensure compliance with local OHS legislation;
- n. Monitor compliance with relevance to OHS legislation, and take enforcement action where appropriate or as directed;
- o. Draw up reports of workplace visits, accidents, and ill-health investigations related to machinery at workplaces;
- p. Issue enforcement notices when required and follow up as appropriate;
- q. Liaise with management in the initiation of proceedings leading to the issue of administrative fines or the action required in the preparation of a court case;
- r. Give evidence in court cases and in appeals against orders issued in terms of the law;
- s. Take legal action when and where appropriate;
- t. Make recommendations to line manager on measures that need to be taken to improve OHSA's core operations;
- u. Collate and analyse data and statistics and carry out research as directed by the Authority with regards to occupational accidents, ill-health, and deaths and on matters ancillary to OHS;
- v. Endeavour on new work processes which may increase efficiency within the unit and beyond;
- w. Ensure that new technologies that are introduced from time to time are fully utilised by subordinates.

1.1 Job Description & Key Responsibilities

- a. Assist the Senior Manager in managing the implementation of the Control of Major Accident Hazard Regulations (COMAH) 2003, and liaise with other parties within the competent authority in enforcing these regulations;
- b. Ensure the efficient evaluation and screening of the various reports and certificates received by the Engineering Unit whilst ensuring that appropriate records are maintained and updated;
- c. Provide technical advice on matters related to mechanical engineering to all sections of the OHSA;
- d. Stay updated with industry standards and regulations to ensure compliance in all mechanical engineering activities; and
- e. Seek areas where Health and Safety at Work best practices can be introduced and/or improved.
- f. Promote occupational health and safety principles and subsidiary legislation at private and public entities and institutions, through advice, education, training and preparing guidance and information material; and
- g. Take part in the above initiatives including through media as directed.
- h. Ensure the best attitude, behaviour, language, and appearance thus portraying the best image and reputation of the Authority;
- i. Participate as required in professional meetings/seminars/workshops, including training online, locally and abroad, and review scientific literature and preparation of technical reports and publications;
- j. Drive a service vehicle as and when required;
- k. Report any issues and seek advice and direction from the next senior officer or any other officer as delegated by the Authority; and
- l. Execute any other task or duty so delegated by the CEO, the Head of Technical Operations and/or the direct superior.

2.0 Eligibility & Qualifications Requirements

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

- i. **Section A**
 - 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; 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”.
 - g) Applicants should provide approval to the Citizenship Unit within Community Malta Agency and the Expatriates Unit within *Identita`* 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.

2.1 Eligibility & Qualifications Requirements

ii. **Section B (Qualifications)**

- a. Able to communicate in the Maltese and English language.
- b. in possession of a recognised Bachelor's degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Mechanical Engineering or a comparable professional qualification, which at the relevant time, is recognized by the Engineering Board for the granting of a Warrant of Engineer as regulated by the provisions of Chapter 321 from Act VII of 1988 (Engineering Profession Act) in the Civil Code.
- b) A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MQRIC formal recognition statement being submitted with the application.
- c) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.
- d) Moreover, candidates who have not yet formally obtained any of the qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award for the qualification in question.
- e) Furthermore, candidates who are following a recognised program of study of a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

iii. **Section C (Skills)**

- a) Clean criminal record;
- b) In possession of a valid Driving Licence B;
- c) Reliable nature and loyal disposition;
- d) Strong interpersonal skills, in particular, the ability to be assertive;
- e) Strong analytical and reasoning abilities;
- f) A team player; and
- g) Able to manage sensitive situations and information with confidentiality.

JobsPlus Permit No: 220/2025