

Reference No: MCCA/HR/EXT/2326

Date of Issue: 7th September 2026

Title:	Manager (Legal)	Grade:	5
Unit:	General Counsel	Jobsplus Permit No.:	711/2026

The Malta Competition and Consumer Affairs Authority (MCCAA) invites applications for the post of a **Manager (Legal)**.

This appointment shall be made on the basis of an Agreement for an indefinite period and will be subject to a probationary period of twelve (12) months.

This post has been designated for the purposes of sub-article 5 of article 4 of the Public Administration Act and in terms of Directive 14, since it involves regulatory / inspectorate functions. The relevant conditions laid out in the Public Administration Act and Directive 14 apply.

The selected candidate is to report any known actual, potential, or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16.

Salary

The salary for the post of Manager (Legal) is in line with Grade 5 of the MCCAA's Grading and Salary Structure, which in the year 2025* is €33,879 per annum, rising by annual increments of €921 up to a maximum of €38,079. Appointees will also be entitled to the payment of an annual performance bonus of up to a maximum of 15% of their basic salary, subject to satisfactory performance; a payment of expense allowance of €2,000; a payment of communication allowance of €1,600; and a continuous professional development allowance up to €700 per annum.

*It is to be noted that the salaries are currently being revised.

The result will be valid for a period of one (1) year from the date of publication.

Position Description

Overall Purpose of Position

The Manager (Legal) will form part of the General Counsel of the Malta Competition and Consumer Affairs Authority and will report directly to the Chief Officer (Legal). The post-holder will play a pivotal role in providing sound, timely, and practical legal advice and support to the Board of Governors, the Executive Chairperson, the Deputy Chief Executive Officer, and all entities or functions of the Authority. The role encompasses the full spectrum of legal operations, including regulatory enforcement, legislative drafting, EU law transposition, legal risk management, and ensuring compliance across public administration and corporate governance frameworks.

Main Accountabilities & Responsibilities

The selected candidate will be expected to:

- Identify, assess, monitor, and report on the Authority's legal risks and contingent liabilities, maintaining a central Legal Risk Register detailing risk exposures, probability, financial quantum, and mitigating controls;
- Advise executive management and governance bodies on legal exposure, litigation prospects, potential adverse costs, and opportunities for alternative dispute resolution;
- Provide legal representation letters and supporting risk assessments to internal/external auditors and the National Audit Office (NAO) for financial reporting compliance;
- Advise on the allocation and limitation of legal risk within contracts, procurement tenders, and indemnity frameworks, ensuring adequate insurance coverage;
- Design, implement, and review preventive legal risk controls, escalation protocols, and reporting thresholds for material legal exposures;
- Manage assigned legislative and law reform projects from inception to completion, coordinating timelines, internal/external inputs, and stakeholder dependencies;
- Design legal frameworks and mechanisms that support the Authority's regulatory objectives, including enforcement regimes, sanctioning powers, and appeal pathways;
- Conduct legal gap analyses and comparative reviews of local, international, and EU Member State legislative frameworks to draft policy papers and recommendations;

- Draft primary and subsidiary legislation, legal notices, and drafting instructions, liaising with the responsible Ministry and the Office of the State Advocate;
- Manage the transposition of EU Directives and implementation of EU Regulations, compiling correlation tables and supporting responses to EU Pilot or infringement proceedings;
- Oversee notification obligations for draft technical regulations under Directive (EU) 2015/1535 and evaluate the legal implications of non-notification;
- Coordinate public and stakeholder consultations on legislative proposals, preparing feedback reports and supporting regulatory impact assessments (RIAs);
- Draft transitional, repeal, and commencement provisions, ensuring harmonious integration with existing legislation;
- Prepare technical briefing notes, speaking points, and documentation for Cabinet memoranda and parliamentary committee stages;
- Monitor enacted legislation to evaluate operational effectiveness and propose necessary remedial amendments or consolidations;
- Maintain a comprehensive legislative work programme to keep operational entities informed of new legal obligations and procedural changes; and
- Carry out effectively any other duties and responsibilities as directed by the Chief Officer (Legal) or the Office of the Chairperson.

Job Requirements

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

- i. Have either a Master of Advocacy or a Doctor of Laws degree;
- ii. Have a warrant to exercise the profession of Advocate in Malta;
- iii. Have at least two (2) years of proven relevant work experience, preferably in legislative drafting, law reform projects, or EU law transposition;
- iv. Have excellent verbal and written communication skills in both Maltese and English; and
- v. Have a clean police conduct, not older than six months from the date of this call for applications.

Familiarity with public administration frameworks, legal risk management, or regulatory enforcement will be considered an asset.

Knowledge, Skills and Competences

- Ability to work under limited supervision with high personal integrity, discretion, and composure in sensitive or adversarial settings;
- Strong analytical, critical thinking, and drafting skills, with the ability to interpret complex legal frameworks and translate legal exposure into actionable corporate insights;
- Excellent organizational and project management skills, with the ability to manage competing demands and meet tight statutory or judicial deadlines;
- Strong interpersonal and leadership skills, with the ability to mentor junior staff and collaborate effectively across multidisciplinary teams;
- Proficiency in digital legal research tools (EUR-Lex, CURIA, Laws of Malta, Court services online) and document management systems; and
- Able to maintain a professional approach at all times.

Working Conditions

- Expected to work flexible hours to meet accountabilities and statutory deadlines;
- May be required to travel on official Authority purposes;
- The nature of this position requires the incumbent to be physically present during office hours. However, remote working may be granted in line with the Authority's Remote Working Policy;
- Required to hold and maintain a clean police conduct;
- Abide by rules and regulations issued by the MCCA;
- Consult with other members of the management team as may be required; and
- Expected to maintain oneself abreast with legal and regulatory developments and attend any training which may be provided.

Submission of Applications

Interested candidates are to submit their application for the attention of the Chief Officer (Human Resources) at the Malta Competition and Consumer Affairs Authority by email on careers.hr@mccaa.org.mt. Applications are to include a motivational statement clearly quoting the position being applied for, an updated Curriculum Vitae, a copy of the relevant qualification certificates, and an MQRIC formal recognition statement/s where applicable, and a clean police conduct, not older than six months. The closing date for the receipt of applications is **23rd September 2026, end of business**.

Applications received after the closing date and time will not be considered.