

Reference No: MCCAA/HR/EXT/1124

Position Description			
Title:	Senior Professional Officer (Compliance and Enforcement)	Grade:	5
Division:	Technical Regulations Division	Jobsplus Permit no:	388/2024

The Malta Competition and Consumer Affairs Authority (MCCAA) is on the lookout for a committed and proficient individual to strengthen our expert team in the Technical Regulations Division. This pivotal role is central to bolstering compliance, ensuring the health and safety of the people living in Malta and Gozo through rigorous enforcement of product safety and pesticide control regulations.

Your dedication to the highest standards of compliance will be instrumental in upholding public health and safety. If you are resolute in championing regulatory standards and are driven to make a tangible difference in our communities, this position offers a significant opportunity to be a beacon of integrity and vigilance.

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.

Salary

The salary for the post of Senior Professional Officer (Accreditation) is in line with Grade 5 of the MCCAA's Grading and Salary Structure, which in the year 2025 is €33,569 per annum, rising by annual increments of €741 up to a maximum of €38,015. 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 responsibility allowance of €1,500 and a continuous professional development allowance up to €600 per annum.

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

Position Description

Overall Purpose of Position

To plan, oversee and participate actively in the compliance and monitoring of legislation enforced by the Technical Regulation Division.

Main Accountabilities & Responsibilities

The selected candidate will be expected to:

1. **Compliance Monitoring & Risk Assessment:** Lead a team of field officers and support them actively in conducting thorough inspections, verifications checks, mystery shopping, and other data collection exercises to monitor and gauge adherence to regulations. Collaborate with scientific teams to assess risks linked to specific products and pesticides, recommending necessary actions.
2. **Enforcement & Rapid Response:** Take prompt, proportional, and appropriate actions against any violations or non-compliance, including their follow-up, to safeguard an environment that supports consumer wellbeing and fair competition. Submit applications confirmed on oath to the Magistrate in line with procedures and request assistance from other authorities and entities when required.
3. **Investigations, Prosecution & Legal Proceedings:** Spearhead investigations into potential breaches, particularly in priority enforcement areas. Engage in or assist with prosecutions, working closely with the Police and representing the Authority in legal contexts. Collaborate with legal units for case preparations.
4. **Reporting, Documentation & Legal Orders:** Maintain comprehensive records of all activities and draft detailed reports using designated tools and systems. Issue orders, notices, and undertakings to non-compliant parties in accordance with established procedures.
5. **Market Surveillance Strategy Development:** Assist in identifying enforcement priority areas and contribute significantly to the development of market surveillance strategy, enforcement plans, and programmes. Provide insights to enhance the Authority's performance and regulatory frameworks and offer feedback from a compliance and enforcement perspective during technical regulation implementation.
6. **Collaboration & Stakeholder Engagement:** Liaise closely with other MCCAA and Government entities, the Inspections Coordination Office, and other relevant bodies to ensure a unified enforcement approach and effective intelligence sharing. Cultivate relationships with consumer associations, businesses, and stakeholders.

7. **Continuous Improvement & Regulatory Evolution:** Participate in workshops, training sessions, and awareness campaigns to promote understanding and adherence to technical harmonisation regulations, and stay updated with global industry trends, best practices, and emerging standards.
8. **Organisational Support:** Participate in audits, third-party collaborations, and other organisational activities, and undertake additional duties as directed by TRD management or the Chairperson's office.

Working Conditions

- i. Expected to work flexible hours in order to meet accountabilities and attend meetings after office hours;
- ii. May be required to respond to calls/requests related to their duties 24/7 (i.e., on-call duty);
- iii. May be required to travel on business;
- iv. Drive company vehicles;
- v. Abide by rules and regulations issued by MCCAA and meet stipulated deadlines;
- vi. Consult with other entities as may be required;
- vii. Adhere to ethical standards and integrity at all times.

Qualifications and Experience Requirements

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

- i. Be in possession of a recognised degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in criminology, criminal law, criminal justice administration, law enforcement or other equivalent related fields providing knowledge directly related to compliance and enforcement; *and* at least three (3) years of proven work experience in regulatory compliance and inspections or law enforcement,

OR

Be in possession of a recognised degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in criminology, criminal law, criminal justice administration, law enforcement or other equivalent related fields providing knowledge directly related to compliance and enforcement; *and* at least one (1) year of proven work experience in regulatory compliance and inspections or law enforcement,

- ii. Have excellent communication and writing skills in both English and Maltese languages;
- iii. Be computer literate;
- iv. Be in possession of a valid driving license in category B; and
- v. Be in possession of a clean police conduct, not older than six months.

Knowledge of the European Community technical-harmonisation regulatory framework and/or management will be considered an asset.

*A recognised qualification comparable to 180/90 ECTS/ECVET credits, as applicable, is only accepted subject to an MQRIC formal recognition statement being submitted with the application.

Knowledge, Skills and Competences

- 1. Analytical and Legal Acumen:** Possess a keen ability to analyse data, understand intricate regulations, and have a foundational grasp of relevant legal principles.
- 2. Communication and Negotiation Prowess:** Exhibit strong interpersonal skills, effectively conveying regulatory requirements and adeptly negotiating with resistant stakeholders under strict timeframes.
- 3. Physical Preparedness and Crisis Management:** Be physically agile for on-site actions, coupled with the capacity to manage emergencies and high-pressure situations with composure.
- 4. Ethical Integrity and Resilience:** Demonstrate unwavering ethical standards, even in challenging scenarios, complemented by the mental toughness to persist in confrontational situations.
- 5. Organisational and Decision-making Expertise:** Efficiently manage documentation and case details, while being decisive, especially in swiftly evolving situations.

Submission of Applications

Interested candidates are to submit their application for the attention of the Director (Human Resources and Administration) 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 Police Conduct Certificate (obtained within the last six (6) months), copy of the relevant qualification certificates and an MQRIC formal recognition statement/s where applicable. The closing date of the receipt of applications is **3 February 2025 end of business**.

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