

Reference No: MCCA/HR/EXT/2926

Date of Issue: 1st October 2026

Title:	Manager (Digital Transformation and Support)	Grade:	5
Unit:	Digital Transformation and Support	Jobsplus Permit No.:	822/2026

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

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.

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 (Digital Transformation and Support) 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 an annual performance bonus of up to 15% of their basic salary, subject to satisfactory performance; an expense allowance of €2,000 per annum; a communication allowance of €1,600 per annum; and a continuous professional development allowance of 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 (Digital Transformation and Support) will lead the Authority's digital transformation by overseeing internal and external IT projects and promoting technology-driven, secure, and efficient solutions. The post holder will manage all phases of IT projects, including those involving artificial intelligence, and will be responsible for the administration, security, and development of the MCCA's ICT infrastructure. This role also includes managing the ICT function and its resources.

Main Accountabilities & Responsibilities

The selected candidate will be expected to:

- Manage the Authority's technology infrastructure, including implementation, administration, and budgeting for software and hardware supporting daily operations. Maintain relationships with MITA, technology service providers, and other external stakeholders;
- Lead IT projects, both internal and with external partners, by allocating resources and monitoring progress, quality, risks, and costs;
- Oversee daily administration and maintenance of the Authority's systems, including user support, software installations, licence management, server and network administration, printers, and audio/video conferencing. Ensure agreed service levels are consistently met;
- Manage procurement of IT equipment and services, including preparing technical specifications, evaluating vendor offers, and controlling the ICT budget;
- Manage, mentor, and develop ICT staff, including performance management. Coordinate user training on business applications and systems;
- Establish, update, and enforce IT operational policies, processes, and procedures. Ensure they are documented and clearly communicated across the Authority;
- Ensure compliance with quality management system requirements, information security standards, and data protection obligations. Drive continuous improvement in ICT service delivery;
- Direct and provide technical support for digital investigations as required;
- Manage IT projects involving artificial intelligence from conception to adoption. Stay informed on technological advancements, and report on innovative tools and their practical applications to senior management;

- Represent the IT function and the MCCAA in relevant working groups, committees, and forums, both locally and internationally, as required; and
- Carry out effectively any other duties and responsibilities, and undertake other assignments, as reasonably directed by the respective Head or the Chairperson's Office.

Job Requirements

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

- Be in possession of a recognised degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Information Technology, or an appropriate, recognised, comparable qualification plus two (2) years of relevant professional experience; or

Be in possession of a recognised degree at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) in Information Technology or an appropriate, recognised, comparable qualification plus four (4) years of relevant professional experience;
- Have excellent verbal and written communication skills in both English and Maltese languages; and
- Be in possession of a clean police conduct, not older than six months from the date of this call for applications.

* 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.

The following would be looked upon favourably:

- Experience in dealing with the Malta Information Technology Agency (MITA) technology stack; and/or
- A recognised project management certification (such as PRINCE2, PMP or equivalent).

Knowledge, Skills and Competences

- Demonstrated leadership and people management skills, including mentoring junior staff and collaborating with multidisciplinary teams;
- Strong strategic and analytical skills, with a focus on accuracy, attention to detail, and maintaining confidentiality in sensitive environments;
- Strong problem-solving and decision-making abilities, with experience managing competing demands, multitasking, and meeting tight deadlines;
- Proven technical and IT project management skills, with the ability to communicate complex concepts and manage diverse stakeholder expectations; and
- Exceptional organisational skills and flexibility, with the ability to adapt to changing priorities and work independently.

Working Conditions

- Expected to work flexible hours to meet accountabilities and statutory deadlines;
- May be required to travel on official Authority purposes;
- Required to hold and maintain a clean police conduct;
- Abide by rules and regulations issued by the MCCA; and
- Must maintain a professional approach at all times and uphold the values of the Authority; and
- Expected to keep oneself abreast with ongoing 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, copies of the relevant qualification certificates, MQRIC formal recognition statement(s) where applicable, and a clean police conduct certificate not older than six months. The closing date for the receipt of applications is **15th October 2026, end of business**.

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