

**Medicines Authority
Posts of Pharmacists
(Jobsplus Permit No: 484/2018)**

1. The Medicines Authority invites applications for posts of Pharmacists within the Authority.

2. Terms and Conditions

2.1. The selected candidate will be employed as a Professional Officer Grade C, according to its Collective Agreement.

2.2. The post of Pharmacists is subject to a probationary period of twelve (12) months.

3. Salary pegged to the post

3.1 The salary attached to the post of Pharmacists is that of €20,078 per annum, rising by annual increments up to a maximum of €23,654.

3.2 Other benefits include a non-pensionable market corrector allowance of €2330 per annum, a Cash Allowance of €1102 per annum, reimbursement of a maximum of €1164.68 per annum for Continued Pharmacy Education, payable at the discretion of the Chief Executive Officer of the Medicines Authority. Payments are subject to submission of receipts, etc. as applicable. A Qualification Allowance (if applicable) as established by the Central Administration in line with the Medicines Authority Collective Agreement.

4. Duties

Overall purpose

The Pharmacist will work as part of a multi-disciplinary team that will be responsible for different regulatory, administrative duties as required licensing, post-licensing and inspectorate and enforcement procedures and shall be required to give professional service.

Key responsibilities

- Technical review of data submitted in support of applications for different procedures for medicinal products and pharmaceutical activities, in accordance with established procedures.
- Participation in and responsibility of pharmacovigilance procedures.
- Monitoring the quality and safety of authorized medicinal products through a sampling and quality defect post-marketing surveillance programme.
- Participation in inspections of pharmaceutical activities in Malta and also abroad.

- Technical liaison with, and advice to, applicants and professional colleagues in order to facilitate the review process.
- Ensuring knowledge of state-of-the-art technologies through ongoing training, professional education and review of the published literature.
- Enforcement related to licensing of medicinal products and of pharmaceutical activities.
- Participation or contribution in the enforcement of regulations governing medicinal products.
- Participation in Operating Units of the Medicines Authority and execution of professional duties in such a manner so as to contribute to the efficiency and effectiveness of the Medicines Authority.
- Offering secretariat and participation at technical and administrative meetings.
- Provision of expert regulatory and procedural advice and support.
- Ensure compliance with the protocol of the Medicines Authority and regulatory requirements.
- Representing Medicines Authority at meetings, seminars, conferences and other fora, both locally as well as abroad.
- Monitoring, transposition and implementation of legislation, guidelines and standard operating procedures.
- Participation in other ongoing projects as required.
- Liaison with, and providing advice to, Committees established to provide guidance or overview the assessment process.
- Participation in other functions such as Assessment of Advertising and Promotional Material, as well as other boards or committees as required.
- To observe, promote and ensure the effectiveness and efficiency of the quality management system
- To continuously improve the performance of the organisation and promote communication and liaison between different sections of the organisation.
- Shall keep up to date with knowledge required for the work assigned.
- Shall be responsible to continuously self-monitor and improve their scientific capabilities.

- Shall learn how to use and operate any software package or procedure provided by management.
- He/She shall promote and maintain good professional and ethical working relationship with colleagues at the Unit and stakeholders.
- He/she shall contribute to the preparation of technical and administrative reports as required.
- Performance of duties pertaining to other staff and deputising according to the exigencies of the services.
- Management reserves the right to transfer the Pharmacist according to the exigencies of the Authority.
- Any other duties as may be required by The Employer.

5. 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 Citizenship and Expatriates Department 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. The Jobsplus should be consulted as necessary on this issue.

(ii) Able to communicate in the Maltese and English Languages;

(iii) Be in possession of a warrant to practice as Pharmacist in Malta.

(iv) Applicants with experience in medicines regulation and show commitment towards learning and development will be preferred.

Moreover, candidates who have not yet formally obtained the requisite specified in paragraph 1 (iii) will still be considered, provided that they submit evidence that they would qualify for such requisite by end March 2019. If selected, such candidates may be required to produce the requisite indicated in 1 (iii) before appointment.

Applicants must be eligible to take up their due appointment, in terms of 1 (iii) above, not only by the closing time and date of this call for applications but also on the date of appointment.

5.2 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. (<http://www.pahro.gov.mt/file.aspx?799>).

6. 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.

7. Selection procedure

Eligible applicants will be assessed by a Selection Board to determine their suitability for the post.

8. Submission of applications

Applications, together with a curriculum vitae showing qualifications and experience, are to be submitted to hr.medicinesauthority@gov.mt by not later than 15th September 2018.