

**MALTA TOURISM AUTHORITY**  
**Summer Work Phase 2024**

**A call for the temporary engagement of eligible applicants to work as Head Beach Supervisors on beaches and bathing areas in Malta.**

Issue date: 22<sup>nd</sup> April 2024

The Malta Tourism Authority (MTA) is receiving applications for the post of Head Beach Supervisors to work during the Blue Flag Season 2024 starting from the 24<sup>th</sup> May up till the 6<sup>th</sup> of October 2024 in Malta.

Availability from the 24<sup>th</sup> of May is required for training, preparation and possible work on-site. A valid justification for not being available to commence work by the 24<sup>th</sup> of May will be considered ONLY if the reason is of academic nature.

The Head Beach Supervisor's shift hours are from 09.00am till 06:00pm daily. The Head Beach supervisors are normally engaged for 5 days a week, as needed, between Monday and Sunday, including Public Holidays, on a roster basis.

Further details related to the job will be discussed with the applicants during the interview and following a selection process.

**A The duties and responsibilities of the Head Beach Supervisor shall include:**

1. Ensure the smooth operations on beaches managed by the MTA, including code of ethics, monitoring and reporting all services, cleanliness, waste collection, lifeguarding etc.
2. Ensure that the beaches monitored comply with all Blue Flag criteria and the Beach Code of Conduct (criteria to be given and explained);
3. Ensure that the programme of activities related to Blue Flag beaches is being observed as per criteria related, i.e. environmental educational activities are offered and promoted to the beach users;
4. Ensure that the flag is raised at all monitored beach on time and removed as applicable;
5. Ensure that the Bathing Water Quality Sampling Sheets are continuously monitored and updated accordingly on the notice board;
6. Ensure that the code of conduct for the beach area is displayed and the laws governing beach use are available to the public upon request;
7. Ensure that the facilities for the separation of recyclable waste material are available, empty and always clean during the day;
8. Ensure that the restroom facilities are always up to standard and clean;
9. Ensure that no unauthorised camping or driving and no dumping is permitted on the beaches being monitored;
10. Ensure that dogs and other domestic animals are strictly controlled within the beach zones (where applicable);
11. Liaise with the lifeguards daily to check the status of beach safety measures and related issues;
12. Confirm that lifeguards and safety measures are available and ensured all the time;
13. Ensure the proper daily management of the different beach users to prevent any possible conflicts and accidents during the beach management time-frames;
14. Be able to work unsupervised, by himself/herself and must be responsible and handle all matters that might crop up;
15. Liaise with and be the first point of call for all Beach Supervisors;
16. Ensure that all Beach Supervisors are on the allocated beach on time as per the scheduled roster;
17. Commit to wear the given beach supervision attire in full (this is a must and failure to do so will only lead to payment penalties);
18. Commit to work as per superiors' instructions;
19. Commit to work on all beaches as per roster issued;
20. Commit to work on all beaches assigned;
21. Commit to be responsible from the specific beach area, i.e. beach supervisors on duty will be responsible for the generic upkeep of the site during their working hours. This is over and above the daily cleaning works expected by the responsible cleaning officers of the respective site;
22. Report to MTA Management via weekly reports and MTA enforcement officers on-duty as per location;
23. May be required to cover all the exigencies of the Authority/Ministry in relation to beach management or other work for the Authority/Ministry;
24. Commit to work between the 27<sup>th</sup> of May and the 6<sup>th</sup> of October 2024, unless other commitment dates and justified reasons are brought forward and discussed with the Authority;
25. Commit to attend the Induction Course offered without remuneration;
26. Commit to accept changes of roster at short notice, as required by the management.

**B Eligibility Criteria**

The post holder is required to:

1. Be at least 18 years old by 1<sup>st</sup> June 2024;
2. Be fluent in both **Maltese** and **English** i.e. written, spoken and reading;
3. Have at least a Secondary Education background, preferably have post-secondary or tertiary education, i.e. University, ITS or MCAST students;
4. Be mature and hold very good common sense;
5. Hold a clean police conduct (not older than 6 months);
6. Be determined and willing to carry out any tasks assigned as per given instructions;
7. Have a valid driving licence and commit to have his/her own transport to and from the place of work;
8. Have and provide a VAT number and proof that he/she is a self-employed/part-timer for this position (this is to be provided following appointment); &
9. Eligible candidates must have a mobile phone with active data and be willing to share photos and provide details as necessary on the chat that will be created for the season accordingly.

**C Payment**

Rate of pay:

- The gross hourly rate payable by the MTA is €11.00 per hour and this rate covers any benefits attributed with the employment as well as any taxes and VAT as may be applicable.
- The Head Beach Supervisor is entitled to an additional €1.00 per hour when they work on a Sunday or on a Public Holiday.
- The Head Beach Supervisor shall also be entitled to travel and communication allowance per shift worked.

*Note:*

1. ***This is a self-employment position thus due to bad weather or other related conditions, certain stations might need to temporary close. On such days, supervisors will be informed a priori that the work is cancelled, and there will be no payment in such instances.***

**D Other considerations:**

The Authority (MTA) has the right to determine the number of head beach supervisors required, duration of engagement, number of working hours per week, working time modalities, and recruitment procedures.

**E Submission of supporting documentation**

1. Letter of application (Annex 1 – application form);
2. Curriculum Vitae (CV); &
3. Valid police conduct issued within the last 6 months.

**F Applications <sup>1</sup>**

**Applications are to be submitted by not later than 6<sup>th</sup> May 2024 at 16:00 hrs.**

Applicants interested in working in **Malta** are to forward their application to:

- Beach Management Team, Product Development, MTA (Malta Office) via email to [beaches.mta@visitmalta.com](mailto:beaches.mta@visitmalta.com)

**Refer to Annex 1 for the application form.**

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<sup>1</sup> *Data protection laws and regulations apply*

## Annex 1 – Application Form

### MALTA TOURISM AUTHORITY Summer Work Phase 2024

**A call for the temporary engagement to work as Head Beach Supervisors on beaches and bathing areas in Malta.**

#### Application Form <sup>2</sup>

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Name: \_\_\_\_\_

Surname: \_\_\_\_\_

I.D. Number: \_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_

Contact No: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Vat No\*: \_\_\_\_\_

\*VAT number can be provided following confirmation of enrolment by the Authority. Payment will not be issued unless a valid VAT number is submitted to the Authority.

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<sup>2</sup> Data protection laws and regulations apply

**Academic background information/qualifications:**

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**Current Position:** \_\_\_\_\_

**Interest in Applying:**

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**Have read and accepted the duties and responsibilities of the summer job:** Yes \_\_\_\_ No \_\_\_\_

**Attachments required (scanned):**

Curriculum Vitae: Yes \_\_\_\_ No \_\_\_\_

Police Conduct (not older than 6 months): Yes \_\_\_\_ No \_\_\_\_

Passport Photo: Yes \_\_\_\_ No \_\_\_\_

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**Kindly submit this application form, together with your full curriculum vitae, by not later than 6<sup>th</sup> May 2024 via email on [beaches.mta@visitmalta.com](mailto:beaches.mta@visitmalta.com)**