

OFFICE OF THE ATTORNEY GENERAL

Admiralty House, 53
South Street
Valletta

Vacancy Title: Senior Manager (Public Relations)

Reference: [432/2022](#)

Job Type: Full Time

Location: Il-Belt Valletta, Malta

Closing Date: 12th August 2022

General Information

LL.D. or Master of Arts in Advocacy OR MQF Level 7 in Laws, Communications OR MQF Level 6 in same and 3 years relevant working experience. Proficient in Maltese and English.

Eligibility Criteria

Qualifications & Experience Required:

Applicants must be:

- a) In possession of the LL.D. or Master of Arts in Advocacy: or
 - b) In possession of a recognised Master's qualification at MQF Level 7 or comparable qualification in Laws, Communications
 - c) In possession of a recognised Bachelor's degree qualification at MQF Level 6 or comparable qualification in Communication plus three (3) years relevant working experience in a public relations/press, legal environment or in an administration position deemed relevant by the board
- And
- d) Proficient in Maltese and English Languages

Senior Manager- Public Relations

He/she will be responsible for handling all aspects of PR activities including branding.

- planning publicity strategies and campaigns
- writing and producing presentations and press releases
- dealing with enquiries from the public, the press, and related/other organisations
- organising and attending promotional events such as press conferences, open days, exhibitions, tours and visits
- speaking publicly at interviews, press conferences and presentations
- speaking publicly and prepare features about the role and achievements of the Office of the Attorney General
- keep the Office of the Attorney General website with up to date news feed
- providing public with information about new vacancies
- analysing media coverage
- commissioning or undertaking relevant research
- liaising with the Attorney General budgets, timescales and objectives

Other remarks:

Parastatal

Profiles

If multiple Education and Language Profiles are defined, please note that you must fit at least one of them, but not necessarily all.

PROFILE 1

ISCED Level: Bachelor or equivalent - Level (6)

Subject	Level	Grade
Maltese	Knowledgeable	N.A.
English	Knowledgeable	N.A.
Law	Graduate	N.A.

PROFILE 2

ISCED Level: Bachelor or equivalent - Level (6)

Subject	Level	Grade
Maltese	Knowledgeable	N.A.
English	Knowledgeable	N.A.
Communication	Graduate	N.A.

PROFILE 3

ISCED Level: Bachelor or equivalent - Level (6)

Subject	Level	Grade
Maltese	Knowledgeable	N.A.
English	Knowledgeable	N.A.
Communications	Graduate	N.A.

PROFILE 4

ISCED Level: Bachelor or equivalent - Level (6)

Subject	Level	Grade
Maltese	Knowledgeable	N.A.
English	Knowledgeable	N.A.
Communications communication	Graduate	N.A.

Past Experience

Occupation	Experience (months)
Manager, Advertising and Public Relations	36

Driving Licences

No Driving Licences

This vacancy does not require any driving licences.