

## JVS\_ESMS\_A\_MT\_2012\_0000

National Reference Metadata in Euro SDMX Metadata Structure (ESMS)

Compiling agency: National Statistics Office (NSO)

Time Dimension: 2012

Data Flow: JVS\_ESMS\_A

Concept name	
1. Contact	
1.1. Contact organisation	National Statistics Office (NSO)
1.2. Contact organisation unit	Unit C2: Labour Market Statistics Directorate C - Social Statistics and Information Society
1.3. Contact name	Joslyn Magro Cuschieri
1.4. Contact person function	Manager
1.5. Contact mail address	National Statistics Office (NSO), Unit C2: Labour Market Statistics, Lascaris, Valletta VLT 2000, Malta.
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2. Metadata update	
2.1. Metadata last certified	30/09/2014
2.2. Metadata last posted	30/09/2014

2.3. Metadata last update	30/09/2014
3. Statistical presentation	
3.1. Data description	<p>The national Job Vacancy Survey is carried out using a sample survey amongst private enterprises, whilst administrative data is used with regards to public entities. The target population is made up of entities which employ 10 or more (full-time and part-time) employees and operating under NACE Rev2. Sections: B-S. Data is collected on a quarterly basis where enterprises are asked to provide average figures per quarter namely when it comes to the number of occupied posts together with the number of vacancies which arose during that quarter. To date, results of this survey are not published at a national level; however main results derived from this data collection are published by Eurostat and may also be provided by NSO.</p> <p>This data collection is also being carried out under by European Regulation (EC) No 453/2008 of the European Parliament and of the Council of 23 April 2008 on quarterly statistics on Community job vacancies. Seasonal adjustment procedures and quality reports are fixed by Regulation (EC) No 1062/2008 of 28 October 2008 implementing Regulation (EC) No 453/2008 of the European Parliament and of the Council on quarterly statistics on Community job vacancies.</p> <p>The basic statistical unit for the data collection is the enterprise. However the majority of participating national statistical offices collect the vacancy data from enterprises.</p>
3.2. Classification system	A number of classifications are applied for this survey. These include NACE rev 2, ISCO (the International Standard Classification of Occupations) and NUTS (the Nomenclature of Territorial Units for Statistics).
3.3. Coverage - sector	JVS covers enterprises which employ 10 or more (both full-time and part-time) and operating under NACE Rev2. Sections: B-S.
3.4. Statistical concepts and definitions	<p>The two main concepts used in the JVS are 'job vacancy' and 'job vacancy rate' and 'occupied post'.</p> <p>A job vacancy is defined as a newly created, unoccupied, or about to become vacant, post:</p> <ol style="list-style-type: none"> <li>1. for which the employer is taking active steps to find a suitable candidate from outside the enterprise concerned and is prepared to take more steps and</li> <li>2. which the employer intends to fill either immediately or in the future.</li> </ol> <p>Note also that under this definition, a job vacancy should be open to candidates from outside an enterprise. However, this does not exclude the possibility of the employer recruiting an internal candidate for the post. A vacant post that is open only to internal candidates should not be treated as a job vacancy.</p> <p>The job vacancy rate (JVR) measures the proportion of total posts that are vacant, according to the definition of job vacancy, expressed as a percentage as follows:  <math display="block">JVR = \frac{\text{number of job vacancies}}{\text{number of occupied posts} + \text{number of job vacancies}} \times 100</math></p> <p>An occupied post is a post within an organisation to which an employee has been assigned.</p>
3.5. Statistical unit	The basic statistical unit for the data collection is the enterprise.
3.6. Statistical population	The target population is made up of entities which employ 10 or more (full-time and part-time) employees and operating under NACE Rev2. Sections: B-S.

3.7. Reference area	Results are produced at country level (NUTS 2).
3.8. Coverage - Time	Totals for each quarter of year 2012.
3.9. Base period	Not applicable
4. Unit of measure	<p>Number of occupied posts together with the number of vacancies which arose during that quarter are expressed in units. The job vacancy rate (JVR) measures the proportion of total posts that are vacant and is thus expressed as a percentage as follows:</p> $\text{JVR} = \frac{\text{number of job vacancies}}{\text{number of occupied posts} + \text{number of job vacancies}}.$
5. Reference Period	The JVS collects vacancies generated over each quarter from enterprises. The reference year is 2012.
6. Institutional Mandate	
6.1. Institutional Mandate - legal acts and other agreements	This data collection is being carried out under by European Regulation (EC) No 453/2008 of the European Parliament and of the Council of 23 April 2008 on quarterly statistics on Community job vacancies. Seasonal adjustment procedures and quality reports are fixed by Regulation (EC) No 1062/2008 of 28 October 2008 implementing Regulation (EC) No 453/2008 of the European Parliament and of the Council on quarterly statistics on Community job vacancies.
6.2. Institutional Mandate - data sharing	Not applicable.
7. Confidentiality	
7.1. Confidentiality - policy	The Malta Statistics Authority Act XXIV (2000) bars the dissemination of all data outside the National Statistics Office. This act can be accessed from the following link: <a href="http://nso.gov.mt/en/nso/About_NS0/Pages/NSO-Policies.aspx">http://nso.gov.mt/en/nso/About_NS0/Pages/NSO-Policies.aspx</a>
7.2. Confidentiality - data treatment	Micro-data is not made available outside NSO, even in anonymised form. In addition, statistics based on less than 3 readings are not published.
8. Release policy	
8.1. Release calendar	Not applicable.
8.2. Release calendar access	Not applicable.
8.3. Release policy - user access	Main results derived from this data collection may be provided by NSO upon request using the NSO website: <a href="http://nso.gov.mt">http://nso.gov.mt</a> .

9. Frequency of dissemination	All data related to job vacancies has not been released at a national level. National results are transmitted to Eurostat on a quarterly basis, that is 70 days after the end of quarter.
10. Dissemination format	
10.1. Dissemination format - News release	No news release has ever been published at a national level.
10.2. Dissemination format - Publications	No data has ever been published at a national level.
10.3. Dissemination format - online database	No information on JVS is included in the StatDB, the NSO's online database.
10.4. Dissemination format - microdata access	No access to micro data is available.
10.5. Dissemination format - other	No other format of dissemination is available.
11. Accessibility of documentation	
11.1. Documentation on methodology	The JVS is carried out as per EC Regulation 19/2009 and Implementing Regulation EC 453/2008. In addition the unit has an internal document highlighting the main steps to be carried out in the compilation of this information.
11.2. Quality management - documentation	See 11.1
12. Quality management	
12.1. Quality	Information pertaining to quality criteria used for the JVS are worked out on an annual basis. Quarterly checks are carried out in order to ensure that information received for both employment and vacancies is consistent.

assurance	This is done by checking the information provided for a specific quarter follows previous trends. Any queries which arise during the data collection phase, are addressed directly to the company and necessary changes are carried out.
12.2. Quality management - assessment	In view of the checks made every quarter, data quality is deemed to be good.
13. Relevance	
13.1. Relevance - User Needs	Main users of this data include: (1) International organisations (such as Eurostat, UNESCO, OECD, EU's Directorate General for Employment), (2) Public Entities (such as Ministries, Authorities) (3) Private entities (research organisations, unions, businesses), and (4) individuals. Although this data is generally required for policy making purposes and to forecast job vacancy trends, it is also used for market research purposes.
13.2. Relevance - User Satisfaction	The NSO carried out a user satisfaction survey covering all NSO units. This survey was conducted during the course of 2014. No information pertaining to the JVS specifically is available, however results are particular to each NSO unit.  Main results concerning from this survey can be accessed through this link: <a href="http://nso.gov.mt/en/News_Releases/View_by_Unit/Unit_01/Methodology_and_Research/Pages/User-Satisfaction-Survey.aspx">http://nso.gov.mt/en/News_Releases/View_by_Unit/Unit_01/Methodology_and_Research/Pages/User-Satisfaction-Survey.aspx</a>
13.3. Completeness	The national Job Vacancy Survey does not cover small entities which employ less than 10 employees. In 2009, the Office conducted a feasibility study related to the coverage of public sector entities, the conclusion of which indicated that through the use of administrative sources, it will be feasible to carry out the survey with these entities. Thus coverage with these units was implemented. A separate study was carried out during the same year, taking into consideration the inclusion of private sector companies which employ less than 10 employees. The conclusions of this study show that at a national level, it is hardly feasible nor cost effective to cover the small enterprises as well. Quality limitations due to under-coverage in the in the sampling frame for companies of this size, high variance and high response burden are amongst the main reasons as to why it is not feasible to include these enterprises within our sampling frame.
14. Accuracy	
14.1. Accuracy - overall	The sampling error is calculated on the total number of vacancies based on the employment size of the enterprise.
14.2. Sampling error	The sampling design used for this survey (stratified random sample) is taken into account for the computation of sampling errors. Estimates with a percentage margin of error greater than 40% are normally omitted from the respective tables as these represent highly volatile and unreliable survey estimates. Other estimates with a relatively high but acceptable margin of error are flagged accordingly.
14.3. Non-sampling error	The sampling errors which may be found in the JVS relate to misclassifications of economic activity and to the business demographics. Response errors are also part of the non sampling aspect and in JVS these would include the provision of information which is not in line with the definitions requested for this survey. For instance an enterprise may be providing the number of occupied posts but in doing so it would exclude part time workers. Such errors are being contained by verifying the information with past data provided by respondents and with other sources in order to determine consistency of information provided. In addition, the unit rechecks on the data supplied through follow up calls with respondents.
15. Timeliness and punctuality	

15.1. Timeliness	Data collection starts during the first week following the end of quarter. First results are finalised t+70 days, that is 70 days after the end of quarter. Final results for JVS 2012 were finalised by Q1 2014 due to methodological changes.
15.2. Punctuality	At a national level, no news release relating to Job Vacancies is issued. At a national JVS data for 2012 was transmitted as follows: Q1 2012- 11/6/2012; Q2 2012- 10/9/2012; Q3 2012- 11/12/2012; Q4 2012- 11/3/2013.  No delays in data transmission were registered.
16. Comparability	
16.1. Comparability - geographical	Definitions are harmonised across all geographical regions. Differences in coverage do exist since at a national level the JVS is carried out among the 10+ whereas in most of the Member States it is conducted among the 1+.
16.2. Comparability - over time	The statistics and coverage of the JVS is comparable over the period 2010 to 2012.
17. Coherence	
17.1. Coherence - cross domain	Overall, employment data is in line with that compiled from the Business Register. On the other hand, when it comes to data on job vacancies: coherence across domains is not possible since information on vacated posts is not available from other sources which are comprehensive in terms of coverage and definitions.
17.2. Coherence - internal	Data is checked in order to ensure that there is coherence between one quarter and another.
18. Cost and Burden	Even though the national JVS is a very simple and straight forward survey, it is still contributing towards increasing the response burden on enterprises.  In order to reduce the burden and costs associated with this survey, the NSO carried out this data collection using multimode data collection, whereby a high share of data collection is carried out by electronic mail. Still, many follow-up calls are required every quarter in order to ensure a satisfactory response, upon which reliable statistics can be compiled.
19. Data revision	
19.1. Data revision - policy	JVS data is revised on a regular basis in order to be in line with updates provided in the target population. These updates are usually provided by JVS respondents or otherwise by the unit which is in charge of the Business Register.  NSO revisions policy can be downloaded from: <a href="http://nso.gov.mt/en/nso/About_NS0/Pages/NSO-Policies.aspx">http://nso.gov.mt/en/nso/About_NS0/Pages/NSO-Policies.aspx</a>
19.2. Data revision - practice	Data for 2012 was revised due to changes in the target population. Revisions were carried out across all NACE categories and in general this amounted to 1.1 per cent.  Revisions are carried out at micro-level on a regular basis. However, these revisions often do not affect significantly the main aggregates and statistical trends. On the other hand, JVS time series data has been revised twice since 2010 due to methodological changes, namely updates to the target population and secondly due to the introduction of calibration procedures.

20. Statistical processing	
20.1. Source data	Figures for JVS are compiled using both administrative sources and survey data. Information for entities which fall under the public sector, is obtained from administrative records whereas private sector data is collected via a survey. The mode of data collection includes emails, ordinary mail and chasing via telephone.
20.2. Frequency of data collection	Data collection is carried out on a quarterly basis.
20.3. Data collection	All sampled companies are sent the survey either by post or through electronic mail. Only companies which have been contacted through electronic mail, are re-contacted electronically. Telephone chasing is carried out with all those who have not sent their feedback by the deadline with emphasis on strata which have a low response rate.
20.4. Data validation	Incoming data is checked for consistency with data from previous quarters. In addition whenever data is not in line with previous feedback, the National Statistics Office directly contacts the respondents via email or telephone.
20.5. Data compilation	For parts of the sample information is compiled at local unit level and is then aggregated at company level. This is especially the case with units operating in the education sector. Weighting and calibration procedures are carried out. These are based on NACE Section level and size of enterprise.
20.6. Adjustment	Calibration techniques are used to align sample characteristics with those pertaining to the target population.
21. Comment	No further comments.