



Republic of Rwanda
City of Kigali



JOB ANNOUNCEMENT/ CONTRACTUAL STAFF

The City of Kigali seeks to recruit high qualified, professional, experienced, self-motivated, hardworking and morally upright employees who will perform following duties:

Job title	N° of positions	Direct Supervisor	Job Description	Job Profile
Engineer for the Project	1	Coordinator of Kigali Urban Upgrading Project	Responsible on-site for works contracts, contractors progress and quality of work and materials, certifying of contractors payment claims as well as assisting the Community Development specialist and agreed community activities on technical matters.	Qualifications and Experience: <ul style="list-style-type: none">- Hold a bachelor's degree in civil engineering or closely related fields and be professionally qualified.- Have at least 7 years of field working experience in broad-based construction management covering civil, highway, drainage, structural, geotechnical engineering, with at least 3 construction projects in senior positions over extended periods.- Have experience with multi-sector projects and construction management of projects in urban environments;- Experience on multilateral funded projects is preferred;- Proven experience in multi-agency liaison and reporting and excellent communication ability in English and/ or French, and advanced computer skills.- Work experience in developing countries is necessary.

Job title	N° of positions	Direct Supervisor	Job Description	Job Profile
Land Surveying Officer	1	Director of Urban Planning and Construction One Stop Center	<ul style="list-style-type: none"> • Supervision of a complete and accurate collection of relevant topographic data of the affected parcels by the proposed public space eg: existing buildings, infrastructure layout, road reserves, greening space, etc; • Supervision of Surveying of proposed parcellation plans, infrastructure layout, land reserve, City of Kigali and Government land; • Follow up the process of area correction for clients partially expropriated according to the new roads designs, and related administrative task; • Physical delimitation of the City of Kigali properties or clients surveyed land; • Follow up the process of issuance of Land Titles either for City of Kigali properties, or for clients applying for both occupation permit and Freehold Title. • Follow up the process of land transfer from the City of Kigali properties sold in public auction to the owners. • Survey and locate buildings, plots (reserve parcels) and new asphalt roads constructed by the City of Kigali. 	<p>A person with at least a Bachelor's Degree (A₀) in Land Surveying or Geographic Information System with one year of experience on the use of GIS or with A₁ Degree in Land Surveying with at least five (5) years working experience in using GIS.</p> <p>The person must be able to use:</p> <ul style="list-style-type: none"> - DGPS (Differential Global Positioning System); - Total Station and Digital Camera; - Arc GIS, AutoCAD and COVADIS softwares.

Job title	N° of positions	Direct Supervisor	Job Description	Job Profile
Nurse in charge of FP&SRH	6	Public Health Officer/ City of Kigali	<ul style="list-style-type: none"> ● Provide individual and group counseling to family planning (FP) and Sexual Reproductive Health (SRH) clients; ● Provides information to clients about establishing and maintaining optimum health practices, safe sex practices; ● Provide comprehensive FP&SRH services and appropriate referral(s) to clients. ● Counsel FP&SRH clients with sensitivity to their need and desire for information in a non-judgmental and respectful manner at all times. ● Assist FP&SRH clients to explore feelings and concerns about sexuality, lifestyle/options and choices. ● Assist clients to make informed decisions about these ● Provide client-centered HIV/STD risk assessment/reduction counseling and provide or refer for appropriate management. ● Complete the FP&SRH Encounter Record correctly. ● Maintain adequate family planning supply inventory; order supplies as needed and approved by Youth Center Coordinator. ● Maintain all required documentation ● Ensure Community mobilization ● Any other task assigned 	<p>AI/A0 in General Nursing</p> <p>Key Technical Skills & knowledge required</p> <ul style="list-style-type: none"> - Deep knowledge in FP&SRH - Active Listening & Observation Skills - Social Perceptiveness - Skills on Dealing with emotionally charged situations - Computer knowledge (Word, Power Point and Internet) - Fluent in Kinyarwanda, French and English

Candidates fulfilling requirements are encouraged to apply via E-recruitment (<http://recruitment.mifotra.gov.rw/>)

Done at Kigali, on/2020

Julian RUGAZA
City Manager



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