

JOB ANNOUNCEMENT

Rwanda TVET Board wishes to recruit qualified and competent personnel who will be deployed in different TVET schools in academic year 2022-2023. The interested candidates should apply through **Trainers/Teachers Recruitment System (TRS)** accessible on <https://trs.mineduc.gov.rw> .

The application period starts from June 16, 2022 up to June 24, 2022.

The list of Vacant Positions to be applied for.

Trade	No	Position	Competences	Qualification	Job requirement
Building construction	1	Building construction trainer	<ul style="list-style-type: none"> • Describe the occupation and learning process • Maintain SHE at workplace • Make Cement based blocks and pavers • Perform jointing and pointing • Perform pavers construction • Make Soil based brick and blocks • Demonstrate fundamentals of Building materials • Realize construction technical drawing 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Civil engineering/Building and Construction technology ❖ Advanced diploma/diploma in Civil engineering/Construction technology ❖ Advanced diploma/diploma in Building construction related field
	2	Masonry trainer	<ul style="list-style-type: none"> • Apply Painting coats • Construct stones structure • Erect bricks, blocks masonry walls • Perform plastering of structure element 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Civil engineering/Building and Construction technology ❖ Advanced diploma/diploma in Civil engineering/Construction technology

			<ul style="list-style-type: none"> • Set out a building • Construct cement pavement • Perform opening fixation • Perform paint mixing • Integrate the workplace • Demonstrate basics of plumbing 		<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Building construction related field <p>Note: All candidates should have level 5 or A2 in Masonry related field</p>
Plumbing Technology	3	Plumbing trainer	<ul style="list-style-type: none"> • Installation of House Drainage system • Perform pipe joining • Install sanitary appliances • Maintain plumbing facilities • Install domestic water supply • Integrate the workplace 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Civil engineering /Water and Sanitation Technology ❖ Advanced diploma/diploma in water and environmental engineering ❖ Advanced diploma/diploma Civil engineering /Construction Engineering. ❖ Advanced diploma in plumbing related field
Land surveying	4	Land surveying trainer	<ul style="list-style-type: none"> • Describe the occupation and learning process • Maintain SHE at workplace • Read and interpret construction drawing • Apply Auto CAD basic skills • Identify surveying tools and equipment • Apply surveying communication language • Apply hygiene and safety precautions measures • Prepare surveying project quantities and cost estimates • Measure linear distance 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Civil engineering /Land surveying ❖ Advanced diploma/diploma in Engineering survey ❖ Advanced diploma/diploma in land surveying related field

			<ul style="list-style-type: none"> • Perform leveling surveys • Measure angles • Perform building set out • Produce surveying technical report • Integrate the workplace 		
Public works	5	Public work trainer	<ul style="list-style-type: none"> • Describe the occupation and learning process • Maintain SHE at workplace • Basic technical drawing • Public Works Hygiene and Safety Precautions • Establish Road Signs, Marking and Crush Barriers • Conduct field excavation works • Perform masonry works • Construct drainage structures • Construct unpaved Roads • Describe Public Works Resources • Perform unpaved road Maintenance • Construct Retaining walls • Set out Road Alignment • Integrate the Workplace 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Civil engineering ❖ Advanced diploma/diploma in Technology in Highway engineering ❖ Advanced diploma/diploma in Civil engineering (Highway Engineering) ❖ Advanced diploma/diploma in public works related field
Agriculture and Food processing	6	Agriculture trainer	<ul style="list-style-type: none"> • Grow vegetable • Grow legumes • Grow roots and tubers 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Crop production ❖ Advanced diploma/diploma Agriculture

		<ul style="list-style-type: none"> • Establish Nursery • Describe the occupation and learning process • Maintain Safety Health and Environment at Workplace • Integrate workplace 		❖ Advanced diploma/diploma in agriculture related field
7	Soil erosion trainer	<ul style="list-style-type: none"> • Control Soil erosion 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in soil sciences ❖ Advanced diploma/diploma in natural resources management ❖ Advanced diploma/diploma in agriculture related field
8	Small farm machinery operation trainer	<ul style="list-style-type: none"> • Operate Small farm machinery operation 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in agricultural mechanization ❖ Advanced diploma/diploma in agriculture related field
9	Food processing trainer	<ul style="list-style-type: none"> • Make pastry • Make juice • Receive raw milk • Apply codes and standards to ethical practice • Apply fundamental food processing and technology • Apply hygiene and food safety • Handle meat and butcher • Handle and slaughter animal • Describe occupation and Learning Process 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in food science and technology, ❖ Advanced diploma/diploma in food processing ❖ Advanced diploma/diploma in agriculture and food Processing

			<ul style="list-style-type: none"> • Maintain safety health and environment at workplace • Integrate the workplace 		
Food and beverage operations	10	Food and beverage trainer	<ul style="list-style-type: none"> • Simple bakery products • Stocks, sauces, and soups • Kitchen Mise en place • Salads and fruits • Vegetables and starch dishes • Meat, poultry and egg dishes • Serving food and beverage • Performing restaurant opening duties • Maintaining food and beverage hygiene and safety • Applying customer relations • Introduction to Hospitality and Tourism industry • Maintaining food nutrients in cooking • Kitchen and restaurant closing duties • Describe the occupation and learning process • Maintain SHE at workplace 	A1	<ul style="list-style-type: none"> ❖ Advanced Diploma/Diploma in Hospitality Management (Food and Beverage services) ❖ Advanced Diploma/Diploma in culinary arts ❖ Advanced diploma/Diploma in Hospitality management ❖ Advanced diploma/Diploma in Food and Beverage management

	11	Culinary trainer	<ul style="list-style-type: none"> • Kitchen Mise en place • Produce simple bakery • Stocks, sauces, and soups • Salads and fruits • Vegetables and starch dishes • Meat, poultry and egg dishes • Serving food and beverage • Perform restaurant opening duties • Maintain food and beverage Hygiene and safety • Apply customer relations • Introduce Hospitality and Tourism industry • Maintain food nutrients in cooking • Kitchen and restaurant closing duties • Maintain safety and Health Environment at work place • Maintain Occupation and Learning Process 	A1	<ul style="list-style-type: none"> ❖ Advanced Diploma/diploma in Hospitality Management with Food and Beverage. ❖ Advanced Diploma/diploma in Food and Beverage Management ❖ Advanced Diploma/Diploma in culinary arts ❖ Advanced diploma/diploma in Hospitality management
Animal health	12	Animal health trainer	<ul style="list-style-type: none"> • Prepare veterinary intervention Workplace • Describe the whole animal body • Carry out Livestock diseases diagnosis and drug administration • Perform Minor surgery • Recording of livestock health parameters 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Animal health ❖ Advanced diploma/diploma in animal sciences ❖ Advanced diploma/diploma in Animal production

					<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in veterinary medicine ❖ Advanced diploma/diploma in veterinary technology
	13	Veterinary trainer	<ul style="list-style-type: none"> • Concentrate feeds preparation and distribution • Master/ know Ruminants farming • Perform Fodder conservation and distribution • Perform Fodder crops and pasture management • Prevention of animal diseases • Maintain/establish Occupation and Learning Process • Maintain safety and Health Environment at work place • Facilitate Industrial attachment 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Animal health ❖ Advanced diploma/diploma in animal sciences ❖ Advanced diploma/diploma in Animal production ❖ Advanced diploma/diploma in veterinary medicine ❖ Advanced diploma/diploma in veterinary technology <p>Note: All candidates should have level 5 or A2 in Veterinary related field</p>
Forestry	14	Forestry trainer	<ul style="list-style-type: none"> • Apply sustainable environment practices in forestry • Demonstrate basic knowledge on plant biology • Operate forestry tools and equipment and Measurement • Perform Seeds Collection • Establish the Nursery • Establish the forest plantation 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Forestry ❖ Advanced diploma/diploma in Forestry and natural resource management ❖ Advanced diploma/diploma in Agroforestry with background in Forestry related field (A2/Level 5)

Wood Technology	15	Wood Technology Trainer	<ul style="list-style-type: none"> • Make basic drawings • Able to apply Wood working materials and hand tools • Operate wood working machines • Construct joints • Perform finishing works • Make basic furniture 	A1	❖ Advanced Diploma/diploma in construction technology with A2 or Level 5 certificate in carpentry
	16	Carpentry Trainer	<ul style="list-style-type: none"> • Make basic drawings • Apply wood working materials and hand tools • Operate wood working machines • Construct joints • Perform finishing works • Make basic furniture 	A2/L5	❖ A2 or Level 5 TVET certificate in carpentry
Water and irrigation	17	Irrigation trainer	<ul style="list-style-type: none"> • Perform Preliminary Pressurized Irrigation System • Maintenance of drip irrigation infrastructures • Maintenance of pumping system • Pressurized irrigation system maintenance • Perform Surface Irrigation System • Surface irrigation system maintenance • Perform Pipe joining • Perform Surface Drainage 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in irrigation and drainage ❖ Advanced diploma/diploma in Soil and water management ❖ Advanced diploma/diploma in Agricultural Engineering

			<ul style="list-style-type: none"> • Maintain safety and Health Environment at work place • Maintain Occupation and Learning Process 		
	18	Electro-mechanical trainer	<ul style="list-style-type: none"> • Perform Preliminary pumping activities • Operating a pump 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Electro-Mechanical Engineering ❖ Advanced diploma/diploma in Irrigation and Drainage ❖ Advanced diploma/diploma in Soil and water management ❖ Advanced diploma/diploma in Agricultural Engineering
Front Office and Housekeeping Operations	19	Front office and housekeeping trainer	<ul style="list-style-type: none"> • Cleaning public areas • Perform Front office closing duties • Perform Guest luggage handling • Handling guest car parking • Handling linen and uniform • Hotel guests handling • Perform Housekeeping closing duties • Perform Housekeeping guest room services • Perform Housekeeping opening duties • Introduction to hospitality and tourism 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Hotel and Restaurant management ❖ Advanced diploma/diploma in Leisure-Tourism ❖ Advanced diploma/diploma in Hotel management ❖ Advanced diploma/diploma in Hospitality management

			<ul style="list-style-type: none"> • Perform Pre-arrival of hotel guests duties • Providing additional service • Maintain safety and Health Environment at work place • Maintain/Establish Occupation and Learning Process 		
Leather Technology	20	Leather Technology trainer	<ul style="list-style-type: none"> • Possess Basic notion of leather manufacturing process • Belt fabrication • Women, men and children' sandal making • Perform basic stitching operations • Belt fabrication • Know Technical drawing • Use leather hand tools, material and equipment • Facilitate Industrial attachment • Safety, Health and Environment at Work Place • Occupation and Learning Process 	A0/A1	<ul style="list-style-type: none"> ❖ Bachelor's degree in Leather Technology ❖ Advanced diploma/diploma in Leather Technology (with specialty in footwear and Leather goods)
	21	Leather Craft trainer	<ul style="list-style-type: none"> • Basic notion of leather manufacturing • Basics of leather manufacturing process • Belt fabrication • Women, men and children' sandal making 	A1	<ul style="list-style-type: none"> • Advanced Diploma/Diploma in any field with a recognized TVET certificate of leather craft

			<ul style="list-style-type: none"> • Perform basic stitching operations • Belt fabrication • Technical drawing • Use leather hand tools, material and equipment • Industrial attachment • Safety, Health and Environment at Work Place • Occupation and Learning Process 		
Tourism	22	Tourism trainer	<ul style="list-style-type: none"> • Introduction to hospitality and tourism • Customer Care • Booking tour services • Coordinating outdoor activities • Handling ground services • Industrial attachment program (IAP) • Booking outdoor recreation • Handle post event • Booking travel services • Safety, Health and Environment at Work Place • Occupation and Learning Process 	A1	<ul style="list-style-type: none"> ❖ Advanced Diploma/Diploma in Travel and Tourism management ❖ Advanced Diploma/Diploma in Wildlife and Conservation Technology ❖ Advanced Diploma/Diploma in Tourism ❖ Advanced Diploma/Diploma in wildlife ❖ Advanced Diploma/Diploma in travel operations management, ❖ Advanced Diploma/Diploma in leisure, tourism and hospitality
	23	Geography trainer	<ul style="list-style-type: none"> • Description of geographical features in Rwanda 	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in Geography ❖ Bachelor's degree in psychology and Geography with Education

					❖ Bachelor's degree in Geography with Education
Software development	24	Software development trainer	<ul style="list-style-type: none"> • Analyze project requirements • Develop Website • Design UX • Conduct Version Control • Apply JavaScript • Develop Game In Vue • Design Graphics 	A0/A1	<ul style="list-style-type: none"> ❖ Bachelor's degree in Computer Science ❖ Bachelor's degree in Software Engineering ❖ Bachelor's degree in Business and Information Technology ❖ Bachelor's degree in Information Systems. ❖ Advanced diploma/Diploma in Computer Science ❖ Advanced diploma/Diploma Software Engineering ❖ Advanced diploma/Diploma Business and Information Technology ❖ Advanced diploma/Diploma Information Systems.
Networking and internet technologies	25	Networking and internet technology trainer	<ul style="list-style-type: none"> • Apply Network fundamentals • Set up LAN • Perform Routing • Perform Switching • Setup Wireless Network indoor 	A0/A1	<ul style="list-style-type: none"> ❖ Bachelor's degree in Computer Science ❖ Bachelor's degree in Networking ❖ Bachelor's degree in Server Administration ❖ Bachelor's degree in Computer Engineering

			<ul style="list-style-type: none"> • Perform Network Maintenance • Apply telecommunication fundamentals • Install, configure, maintain, manage and troubleshoot servers AD, DNS, DHCP, Printer roles • Install, operate and configure enterprise routers and switches • Implement connections to remote site • Implement basic security services on computer network • Perform Data backup and recover • Install, configure, and maintain Audio visual equipment • Cloud computing • Internet management • Set up wireless network outdoor 		<ul style="list-style-type: none"> ❖ Bachelor's degree in Business Information Technology ❖ Bachelor's degree in Electronics and Telecommunication. ❖ Advanced diploma in information Technology <p>Note: All candidates should have at least 1 certificate among: A++, N++, MCITP, MCSA, MCSE, CCNA, CNNP, CCIE</p>
Computer system and architecture	26	Computer systems and architecture trainer	<ul style="list-style-type: none"> • Install Basic Electrical Circuits • Apply Basics of Electronics • Perform Laptops Architecture • Maintain computer software • Maintain desktops and Laptops Hardware • Install and configure Desktops and Laptops Peripheries • Apply computer Security • Troubleshoot computer • Maintain Modem 	A1	<ul style="list-style-type: none"> ❖ Advance Diploma/Diploma in Computer Application ❖ Advance Diploma/Diploma in Software Engineering ❖ Advance Diploma/Diploma in Networking ❖ Advance Diploma/Diploma in Computer Engineering ❖ Advance Diploma/Diploma in Business Information Technology ❖ Advance Diploma/Diploma in Computer Science

			<ul style="list-style-type: none"> • Install and Deploy CCTV camera on cloud • Install digital and analog phone system • Setup Small office / Home office LAN • Setup Wireless local area Network (WLAN) • Introduce the computer networks • Computer architecture engineering • Basic robotics troubleshoot and repair 		<ul style="list-style-type: none"> ❖ Advance Diploma/Diploma in Information systems ❖ Advance Diploma/Diploma in Electronics and Telecommunication. ❖ Advanced diploma/Diploma in information Technology
Multimedia production	27	Multimedia trainer	<p>Edit Video</p> <p>Edit Sound</p> <p>Edit Images</p> <p>Applicate Video effects</p> <p>Operate Camera</p> <p>Produce graphic designs</p>	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Creative Design, ❖ Advanced diploma/diploma in Film production ❖ Advanced diploma/diploma in Digital Media Production
Interior design	28	Interior design trainer	<p>Describe the occupation and learning process</p> <p>Maintain SHE at workplace</p> <p>Design, make and install interior soft furnishings</p> <p>Design and fix interior wood works</p> <p>Mix and apply paints</p>	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in interior design ❖ Bachelor's degree in Environmental Design (Interior and landscape design)

			<p>Lay wall and floor tiles</p> <p>Apply wall papers</p> <p>Apply decorative stones, bricks, and brocks on wall</p> <p>Produce models on scale</p> <p>Design Floors in different types of buildings</p> <p>Design and install</p>		
Fine and plastic arts	29	Fine and plastic arts trainer	<ul style="list-style-type: none"> • Introduce the history of arts • Perform hand sketching • Perform technical drawing • Perform artistic design • Paint an artwork • Perform ceramic artwork • Perform sculpture artwork • Decorate objects 	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in Plastic and Fine Art ❖ Bachelor's degree in Architecture ❖ Bachelor's degree in Creative Design (Communication Design) with A2 in Graphic Arts ❖ Bachelor's degree in Ceramic and Sculpture ❖ Bachelor's degree in environmental Design with A2 in Sculpture and Ceramic

Manufacturing Technology	30	Manufacturing technology trainer	<ul style="list-style-type: none"> • Describe the Occupation and Learning Process • Introduction to Materials types science • Apply Arc Welding Process • Apply Metal cutting process • Use Conventional Machine-tools • Apply Pneumatics and Hydraulics Practical • Integrate the Workplace • Apply Air conditioning technology • Maintain Safety Health and Environment at Workplace • Operate Small farm machinery operation 	A1	<ul style="list-style-type: none"> ❖ Advanced Diploma/diploma in Industrial Manufacturing Technology ❖ Advanced Diploma/diploma Automobile Technology ❖ Advanced Diploma/diploma Heating Ventilation & Air Conditioning Technology ❖ Advanced diploma/diploma in Production Technology
Mining Technology	31	Mining technology trainer	<ul style="list-style-type: none"> • Deal with Emergency Cases • Assess Safety and Security Assessment at The Mining Site • Describe the occupation and learning process • Maintain SHE at workplace • Use and Handle Mining Tools and Equipment • Operate Winch and Hoist • Perform Drilling • Remove The Overburden • Perform Mine Blasting • Perform Loading and Offloading • Perform Ore/Waste Transportation 	A0/A1	<ul style="list-style-type: none"> ❖ Bachelor's degree in Mining Engineering ❖ Advanced Diploma/Diploma in Mining Engineering

	32	Railway trainer	<ul style="list-style-type: none"> • Install Railway 	A0/A1	<ul style="list-style-type: none"> ❖ Bachelor's degree Railway Technology ❖ Advanced Diploma/Diploma in Railway Technology
Automobile Technology	33	Automobile trainer	<ul style="list-style-type: none"> • Apply automotive fundamentals • Overhaul automotive engine • Repair automotive engine lubrication • Repair automotive fuel supply system • Perform service battery • Maintain steering and brake • Repair wheel and tire • Maintain drivetrain • Resize/beat panel • Mix paint • Polish paint • Protect panel 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/Diploma in Automobile technology ❖ Advanced diploma/Diploma vehicle engineering ❖ Advanced diploma/Diploma automotive and power engineering ❖ Advanced diploma/Diploma Heavy machinery
Heavy machine operations	34	Heavy machine trainer	<ul style="list-style-type: none"> • Operate heavy machinery • Overhaul automotive engine • Repair automotive engine lubrication • Repair Heavy machinery fuel supply system • Service battery • Maintain steering and brake • Maintain drivetrain 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in Heavy machinery ❖ Advanced diploma/diploma in Automobile Technology
Renewable Energy	35	Renewable Energy trainer	<ul style="list-style-type: none"> • Apply Electricity and electronics fundamentals 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/Diploma in Electrical Engineering

Renewable Energy			<ul style="list-style-type: none"> • Install Power protection systems • Apply Domestic electrical drawing • Install photo voltaic home system • Install Electrical lighting and power socket • Apply Bench work applied to domestic electrical • Install solar water heater • Apply Basics construction skills 		<ul style="list-style-type: none"> ❖ Advanced diploma/Diploma Electrical Power ❖ Advanced diploma/Diploma Mechatronics ❖ Advanced diploma/Diploma Electromechanical engineering ❖ Advanced diploma/Diploma Alternative energy ❖ Advanced diploma/Diploma Renewable energy
	36	Briquette and Improved cooking stove trainer	<ul style="list-style-type: none"> • Make Briquette • Improved cooking stove construction • Make Briquette • Make improved cooking stove 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/Diploma in Alternative energy ❖ Advanced diploma/Diploma Renewable energy
Electrical Technology	37	Electrical technology trainer	<ul style="list-style-type: none"> • Apply electricity and electronics fundamentals • Install Power protection systems • Perform domestic electrical drawing • Install photo voltaic home system • Install electrical lighting and power socket • Apply bench work applied to domestic electrical • Install automatic electrical switches and detectors 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/Diploma in Electrical Technology ❖ Advanced diploma/Diploma in Electrical Power Engineering ❖ Advanced diploma/Diploma in Electrical Engineering ❖ Advanced diploma/Diploma Renewable energy ❖ Advanced diploma/Diploma Electromechanical engineering.
Fashion design	38	Fashion design trainer	<ul style="list-style-type: none"> • Describe the occupation and learning process • Maintain SHE at workplace 	A0/A1	<ul style="list-style-type: none"> ❖ Advanced diploma/Diploma in fashion design

			<ul style="list-style-type: none"> • Perform fabric cutting • Create illustrations & Technical drawing by hand • Perform basic blocs and patterns • Perform intermediate sewing • Perform intermediate machine operations • Perform finishing applications • Describe the occupation and learning process • Perform garment clearing & Laundering • Perform packaging& dispatching of finished products 		<ul style="list-style-type: none"> ❖ Bachelor of Science in Textile and Clothing Technology ❖ Bachelor degree in Garment making technology
	39	Tailoring trainer	<ul style="list-style-type: none"> • Describe the occupation and learning process • Maintain SHE at workplace • Perform fabric cutting • Create illustrations & Technical drawing by hand • Perform intermediate sewing • Perform intermediate machine operations • Perform finishing applications 	A2/L5	<ul style="list-style-type: none"> ❖ A2/Level 5 in Tailoring ❖ A2 in Cutting and Sewing ❖ A2 in Coupe et Couture
Crosscutting modules	40	Kinyarwanda and English trainer	<ul style="list-style-type: none"> • Communicate effectively at workplace • Communicate simply using Kinyarwanda or English in familiar situation 	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in Kinyarwanda and English ❖ Bachelor of Education in Kinyarwanda and English

41	Kinyarwanda and French trainer	<ul style="list-style-type: none"> • Communicate effectively at workplace • Communicate simply using Kinyarwanda or French in familiar situation 	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in Kinyarwanda and French ❖ Bachelor of Education in Kinyarwanda and French
42	Kinyarwanda and Kiswahili trainer	<ul style="list-style-type: none"> • Communicate effectively at workplace • Communicate simply using Kinyarwanda or Kiswahili in familiar situation 	A0	<ul style="list-style-type: none"> ❖ Bachelor of Education in Kinyarwanda and Kiswahili ❖ Bachelor's degree in Kinyarwanda and Kiswahili
43	English and French trainer	<ul style="list-style-type: none"> • Communicate effectively at workplace • Communicate simply using English or French in familiar situation 	A0	<ul style="list-style-type: none"> ❖ Bachelor of Education in English and French ❖ Bachelor's degree in English and French
44	English and Kiswahili trainer	<ul style="list-style-type: none"> • Communicate effectively at workplace • Communicate simply using English or Kiswahili in familiar situation 	A0	<ul style="list-style-type: none"> ❖ Bachelor of Education in English and Kiswahili ❖ Bachelor's degree in English and Kiswahili
45	French and Kiswahili trainers	<ul style="list-style-type: none"> • Communicate effectively at workplace • Communicate simply using French or Kiswahili in familiar situation 	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in French and Kiswahili ❖ Bachelor of Education in French and Kiswahili
46	Mathematics and Physics trainer	<ul style="list-style-type: none"> • Apply Algebra and Trigonometry • Apply general physics 	A0	<ul style="list-style-type: none"> ❖ Bachelor of Education in Mathematics and Physics ❖ Bachelor of Science in Mathematics ❖ Bachelor of Science in Physics
47	Chemistry and Biology trainer	<ul style="list-style-type: none"> • Demonstrate Basics of Chemistry • Demonstrate Basics of Biology 	A0	<ul style="list-style-type: none"> ❖ Bachelor of Education in Biology and Chemistry ❖ Bachelor's degree in Bio-technology ❖ Bachelor's degree in Bio-medical

					<ul style="list-style-type: none"> ❖ Bachelor's degree in Biology ❖ Bachelor of Science in Chemistry
48	Entrepreneurship trainer	<ul style="list-style-type: none"> • Business creation • Business plan development • Business organization 	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in entrepreneurship ❖ Bachelor's degree in project management ❖ Bachelor's degree in Economics ❖ Bachelor of Education in Entrepreneurship ❖ Bachelor of Education in Economics and entrepreneurship ❖ Bachelor's degree in finance ❖ Bachelor's degree in Accounting ❖ Bachelor's degree in commerce with human resource management ❖ Bachelor's degree in business study ❖ Bachelor's degree in Business administration ❖ Bachelor's degree in management 	
49	ICT trainer	<ul style="list-style-type: none"> • Apply computer literacy 	A1	<ul style="list-style-type: none"> ❖ Advanced diploma/diploma in any ICT related field 	
50	Citizenship trainer	<ul style="list-style-type: none"> • Citizenship 	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in Sociology ❖ Bachelor's degree in social works ❖ Bachelor's degree in governance and leadership ❖ Bachelor's degree in social sciences ❖ Bachelor's degree in political science ❖ Bachelor's degree in Education 	

Administrative staff	51	Patron	<ul style="list-style-type: none"> • Perform day-to-day trainees' discipline • Elaborate activity plan related to extra works within the school • Encourage trainees to participate in different sport activities • Work closely with trainees' council 	A2/L5	<ul style="list-style-type: none"> ❖ A2/Level 5 in any field (male) Note: should be a male and live at school
	52	Matron	<ul style="list-style-type: none"> • Perform day-to-day trainees' discipline • Elaborate activity plan related to extra works within the school • Encourage trainees to participate in different sport activities • Work closely with trainees' council 	A2/L5	<ul style="list-style-type: none"> ❖ A2/Level 5 in any field (Female) ❖ Note: should be a female and live at school
	53	Secretary	<ul style="list-style-type: none"> • Receive, check and record incoming and outgoing mails; • Proper reception and dispatching of correspondences; • Ensure the security of school correspondences and stamp; • Receive school clients and visitors and provide orientation 	A2	<ul style="list-style-type: none"> ❖ Advanced certificate in office management ❖ Advanced certificate in secretary ❖ Advanced certificate in HGL ❖ Advanced certificate in LFK ❖ Advanced certificate in LKK ❖ Advanced certificate in EKK ❖ Advanced certificate in literature ❖ Advanced certificate in linguistics
	54	School accountant	<ul style="list-style-type: none"> • Receive and check conformity and accuracy of payments requests; • Process all approved institution payments; 	A0	<ul style="list-style-type: none"> ❖ Bachelor's degree in Economics ❖ Bachelor of Education in Economics and entrepreneurship ❖ Bachelor's degree in finance

			<ul style="list-style-type: none"> • Prepare complete, accurate and timely financial reports in accordance with mandatory deadlines; • Participate in Internal and External Audit exercises and assist them in their respective functions; • Ensure a proper filing system for all payments supporting document • Prepare bank accounts reconciliation • Make proper adjustment in financial reports if necessary; • Prepare monthly, quarterly and annual financial reports for quality review • Ensure timely tax declaration. 		<ul style="list-style-type: none"> ❖ Bachelor's degree in Accounting ❖ Bachelor's degree in commerce with human resource management ❖ Bachelor's degree in business study ❖ Bachelor's degree in management ❖ Bachelor's in business administration
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Contact Persons:

Challenges regarding the system

1. 0788695862
2. 0782634364
3. 0783619502
4. 0788863452

Challenges regarding the application requirements

1. 0783111887
2. 0788386302
3. 0788698760
4. 0788435520
5. 0783124087

Done at Kigali on June 16, 2022

Dipl.-Eng. Paul UMUKUNZI
Director General/RTB