

REPUBLIC OF RWANDA



WESTERN PROVINCE
NGORORERO MDISTRICT
E-mail: info@ngororero.gov.rw
BP: 103 MUHANGA

JOB ADVERTISEMENT

4 JOB POSITIONS OF FOREMEN/FOREWOMEN OF SCHOOLS CONSTRUCTION under Contract at NGORORERO DISTRICT:

Ngororero district is recruiting 4 foremen/forewomen to Perform the tasks inherent to the operation and supervision of the work, planning, directing and controlling the teams and means, in accordance with the superior instructions and standards in force, in order to guarantee the productivity and efficiency of the units, the regular report of the activity carried out and respect for established quality, environment and safety rules.

Suitable candidates are required to submit application by E-recruitment portal not later than 28th February 2023.

Job description

- To guide masons and manpower's by giving them technical expertise by respecting standards drawings done by MINEDUC
- Report on weekly basis and anytime needed the progress of works on site at district level and copy to executive secretary of the sector where you are working from;
- To monitor if the construction works respect norms and standards set by MINEDUC;
- To take care of all materials, tools and equipment done to perform all duties and prepare utilization report of materials from District level and Sector level;
- To fill on daily basis, the works done, and materials used on site book;
- To have ethical values and secret at work during and after expiration of contract;
- To report on daily basis using text message on District School Construction Engineer and/or MINEDUC School Construction Field Officer;
- The Employee undertakes to perform the service with the highest standards of professional and ethical competence;



- To ensure project activities comply with site – specific ESMP, Environmental and Social Standards applied to this project and any other safeguard requirement;
- To facilitate the functioning of grievance redress mechanism at site level

Minimum Qualifications

- Advanced Diploma in Civil Engineering with 2 Years of relevant experience
- A2 certificate of RTQF Level 5 (S6) in Masonry with 3 Years of relevant experience
- Advanced Diploma in Construction with 2 Years of relevant experience
- Advanced Diploma in Construction Management with 2 Years of relevant experience
- A2 Certificate in public works with 3 Years of relevant experience
- A2 Certificate in Construction Technology with 3 Years of relevant experience

Competency and Key Technical Skills

- Integrity
- Strong critical thinking skills and excellent problem solving skills.
- Inclusiveness
- Accountability
- Communication
- Teamwork
- Client/citizen focus
- Professionalism
- Commitment to continuous learning
- Good knowledge of government policy-making processes
- Team working Skills
- Analytical, problem-solving and critical thinking skills.

Done at Ngororero on 17th February 2023

NKUSI Christophe

Mayor of Ngororero District

