



## **INTERNAL JOB ADVERTISEMENT**

Water and Sanitation Corporation (**WASAC Ltd**) is mandated to provide clean water supply and services in Rwanda. In order to boost its operations, WASAC Ltd wishes to hire competent and enthusiastic personnel for the following positions:

### **1. Network Maintenance Engineer (2)**

**Direct Supervisor:** Head of Branch

#### **Key Responsibilities**

- Observe and control Meter installations and connections of new customers;
- Ensure the balance of water supplied and the water demanded in the Branch;
- Contribute to the NRW reduction in Branches by managing efficiently water supply from the plant to the end users;
- Ensure quality of materials used in water distribution and new connections;
- Ensure water supply to customers is efficiently executed by Branch;
- Reduce time for intervention in case of faulty water distribution or water leakage;
- Support the recovery staff in disconnection of clients who failed to pay water invoices;
- Quickly restore water to clients disconnected after payment;
- Closely monitor disconnected customers, frequently investigate non-responsive disconnected customers.

#### **Qualification and required experience**

Bachelor's Degree or A1 in Water Engineering, Water Supply Engineering, Civil Engineering, Hydraulic Engineering.

Having 3 years of professional experience for Bachelor's degree or 4 years of professional experience for A1 Certificate in the fields mentioned above.

- Basic knowledge in Computer (MS Word, MS Excel) for reporting purposes
- Ability to work under pressure and meet deadlines

### **2. Water Works extension operators (3)**

**Direct Supervisor:** Water Distribution Officer

#### **Key Responsibilities**

- Control and ensure the quality and accuracy of water materials (water meters, fittings and accessories, pipes, etc.) used in water projects by making necessary checks and verification;

- Ensure quick technical intervention in case of customer/clients' complaints;
- Execute operations in the network to ensure water distribution is done efficiently;
- Respect standards in water network maintenance and repair as well as for new water projects;
- Report on time any problems which may affect water distribution and intervene quickly.

**Qualification and required experience**

- A1 or A2 Certificate in water supply, construction, electromechanical engineering, and hydraulic engineering.
- Having 3 years of professional experience for A1 Certificate and 4 years of professional for A2 Certificate in fields mentioned above.
- Ability to work under pressure and meet deadlines.

**3. DESIGN AND STUDIES ENGINEER (2)**

**Direct Supervisor:** Head of Design Zoning and Mapping Unit.

**Key Responsibilities:**

- Carry out field surveys to collect geo-spatial data using handheld global positioning system units (GPS);
- Perform GIS data quality Control, including reviewing data for completeness and accuracy, identifying and correcting errors or emissions in the data;
- Gather, analyse and integrate spatial data and determine how best the information can be displayed using GIS;
- Perform data reconciliation and validation on large GIS datasets from multiple sources in compliance with GIS standards and specification;
- Manipulate and interpret raster datasets such as digital elevation models, ortho-photographs and use the information to produce maps;
- Edit and maintain geospatial data, complete analysis using standard methods and tools and produce cartographic mapping products (layouts, views, maps, graphs, mapping figures and reports);
- Maintain expertise in existing and emerging GIS- related software and technologies and evaluate their applications;
- Producing Bill of Quantity of any new Water project.

**Qualification and required experience**

- Bachelor's Degree or A1 in Water Supply Engineering, Civil Engineering, Hydraulic Engineering, Urban Planning and GIS.



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- At least 3 years of professional experience for Bachelor's degree and 4 years of professional experience for A1 in fields mentioned above.
  - Proficiency in GIS and mapping software packages such as ArcGIS, QGIS, Google earth etc.;
  - Working knowledge of engineering design software packages such as AutoCAD, Covadis; Water CAD and Sewer CAD or Mike urban;
  - Experience with Global Positioning System Instruments (GPS, DGPS);
  - The ability to convey GIS/spatial information to non-GIS/technical people;
  - Ability to work in a team and under minimum supervision;
  - Excellent interpersonal and communication skills;
  - Ability to work under pressure and meet deadlines;
  - Be bilingual with a strong command in either English or French languages;
  - Experience using GIS in the water sector is a plus.

#### **4. Water Central Laboratory Engineer (3)**

**Report to:** Head of Water Central laboratory

**Key Responsibilities:**

- Performs a variety of advanced and standard water quality testing procedures which involve the use and operation of advanced and basic analytical instruments in addition to chemistry methodologies;
- Performs field work assignments that are pertinent to water quality monitoring programs;
- Assimilates, writes and submits written analytical reports as per work assignments;
- Participates in the training and cross training of Laboratory Services Water Quality Analysts;
- Assist in the optimization process of the chemicals use within water treatment plants;
- Keeps and maintains all records pertaining to respective work assignments;
- Troubleshoots and examines deviations in laboratory data.
- Reviews and recommends changes to test procedures for quality assurance;
- Participates in the preparation of chemical reagents and maintains laboratory supply inventory;
- Perform other duties which may be assigned to him or her by his or her supervisor.

**Qualification and experience required**

- Bachelor's Degree or A1 in chemistry, biotechnology, biology, environmental engineering, environmental science.
- Three (3) years of professional experience for Bachelor's Degree and 4 years of professional experience for A1 in the fields mentioned above.
- Experience with environmental laboratories application is an added advantage

- Knowledge of English and or French language, computer skills and experience in laboratory management, Water testing and analysis are desirable.

### **5. Sanitation Central Laboratory Engineer (2)**

**Report to:** Head of Sanitation Central laboratory

**Key Responsibilities:**

- Performs a variety of advanced and standard wastewater quality testing procedures which involve the use and operation of advanced and basic analytical instruments in addition to chemistry methodologies;
- Performs field work assignments that are pertinent to wastewater quality monitoring programs;
- Assimilates, writes and submits written analytical reports as per work assignments;
- Participates in in-house training and cross training of Sanitation Services and Wastewater Quality Analysts;
- Troubleshoots and examines deviations in laboratory data;
- Reviews and recommends changes to test procedures for quality assurance;
- Participates in the preparation of chemical reagents and maintains laboratory supply inventory;
- Conduct inspections and enforce adherence to laws and regulations governing the health and safety of individuals;
- Examines credentials, licenses, or permits to ensure compliance with licensing requirements;
- Investigates complaints concerning violations of public health laws or substandard products or service;
- Collaborates with other personnel in investigations and in establishment of public health programs or testing procedures;
- Prepares reports and documents of investigation data, activities, findings, and recommendations for corrective measures;
- Organizes and conducts training programs in environmental and sanitary practices;
- Perform other duties which may be assigned to him or her by his or her supervisor.

**Qualification and required experience**

- Bachelor's Degree or A1 in chemistry, biotechnology, biology, water and environmental engineering, environmental sciences.
- Three (3) years of professional experience for Bachelor's Degree and 4 years of professional experience for A1 in above fields.

- Experience with environmental laboratories application is an added advantage.
- Knowledge of English and or French language, computer skills and experience in laboratory management, Water testing and analysis are desirable

#### **6. WATER TREATMENT PLANT ENGINEER (5)**

**Direct Supervisor:** Head of Water Treatment Plant

##### **Key Responsibilities**

- Supervise all activities of the Water Treatment Plant;
- Control and protect the Water Treatment Plant, Pumping Station, Water Catchment Area, water storages facilities and others hydraulic infrastructures.
- Prepares and submits water production reports (daily & monthly, annually) to the relevant authorities;
- Assure a good water production in sufficient quantity and quality;
- In collaboration with the relevant parties, ensures that the quality of treated water supplied from the Treatment Plants, complies with both National and International Standards;
- Treat the whole administrative correspondence;
- Elaborate the periodic operating reports of the Plant;
- Prepare and make follow-up of the annual budget request for the water production operation, and maintenance of all Water Treatment Plants;
- Develop plans and implements goals and objectives for the water Production, monitoring and evaluation of performance of all the staff;
- Responsible for the good team spirit for all staff, ensures favourable conditions of work for the employees, comply with both Local and International Standards especially in relation to their health. Assure the supervision of all electric, mechanical and hydraulic works and equipment at the Plant, the catchment area, to the sources and in all pumping stations;
- Assign the tasks to the mechanics, to the electricians and to the plumbers of the Plant;
- Ascertain the good state of the water equipment at the Plant, the water pumping stations and of the reservoirs of treated water;
- Propose to the Plant Manager the material and spare parts to order, as well as of the possible modifications of equipment for the improvement of works.

- A1 or A2 Certificate in Sanitary Engineering, Water Engineering or Civil Engineering.
- Having 3 years of professional experience for A1 and 4 years of professional experience for A2 in the fields mentioned above.
- Knowledge of computer skills for reporting purposes.

**How to apply**

The interested candidates must submit the following soft documents to WASAC ltd

Email: [recruitments@wasac.rw](mailto:recruitments@wasac.rw) not later than 04/02/2022 at 05:00pm.

**Documents to be submitted**

- ✓ Job application form on WASAC Ltd website stating clearly the position applied for;

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KN4 Av8, CENTENARY HOUSE, Nyarugenge District, Kigali City, Rwanda. Tel: + (250) 788181427  
E-mail: [wasac@wasac.rw](mailto:wasac@wasac.rw) [www.wasac.rw](http://www.wasac.rw)



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- ✓ Copy of Degree, A1 Certificate, A2 Certificate as required by the position applied for;
  - ✓ Copy of Service Certificate (s) as the proof of the related/ relevant work experience is a **MUST**;

**Note:** To get more information and the application form, please visit WASAC website [www.wasac.rw](http://www.wasac.rw), click on "Career", click again on "Job" and download the application form from useful links.

All applicants must apply only using the above email.

Only Selected candidates will be contacted.

Done at Kigali on: 26 JAN 2022

  
  
**Giséle UMUHUMUZA**  
Ag. Chief Executive Officer

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- Having 3 years of professional experience for A1 and 4 years of professional experience for A2 in the fields mentioned above.
- Knowledge of computer skills for reporting purposes.

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