

## REPUBLIC OF RWANDA



## MINISTRY OF TRADE AND INDUSTRY

## Job Advertisement

The Ministry of Trade and Industry, MINICOM would like to inform the Public that the Common Market for Eastern and Southern Africa (COMESA), is seeking to recruit different persons qualified for the following Job positions:

S/N	JOB TITLE	REQUIREMENT FOR THE POST	GRADE	NUMBER OF STAFF
1.	Head of Statistics and Research	<p><b><u>MINIMUM ACADEMIC QUALIFICATION</u></b></p> <p>Master's degree in statistics, economics, data science, demography or related field; A Ph.D. in any of the above fields would be an added advantage.</p> <p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>A minimum of (10) years' experience in managing statistical programs in the national statistical system or in a regional or international organization, of which at least 5 years in undertaking any policy or analytical work in any area related to regional integration.</p> <p><b><u>PROFESSIONAL CERTIFICATIONS/QUALIFICATIONS</u></b></p> <p>Certification in Data Collection and Analysis (both Qualitative and Quantitative Methods), Statistical methodology, Statistical Data Analysis Tools such as STATA, SPSS, R, Python, SAS. etc. is desirable.</p>	P4	1

		<p><b><u>SPECIALIZED KNOWLEDGE</u></b></p> <p>Specialized knowledge in any of the following areas; National Accounts Statistics and Satellite Accounts, International Merchandise Trade Statistics, Statistics of International Trade in Services, Other Balance of Payments Statistics, Price Statistics(including International Comparison Program), Labour and Migration Statistics, Industry and business statistics, Energy and Infrastructure Statistics, Social Statistics, Gender Statistics, Agriculture and Food Security Statistics, Environment Statistics, Monetary Statistics,</p> <p>Research and analysis experience in any area of regional integration.</p>		
2.	<b>Senior Transport Economist</b>	<p><b><u>MINIMUM ACADEMIC QUALIFICATION</u></b></p> <p>A Master's degree in any of the following fields: Economics, Engineering, Transport Management or Business Administration. A Ph.D. in any of the above fields would be an added advantage.</p> <p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>Ten (10) years' experience in road transport management at regional level, international level and or government at senior level</p> <p><b><u>SPECIALIZED KNOWLEDGE</u></b></p> <p>Policy Analysis and Development, Transport infrastructure development and management.</p> <p><b><u>PROFESSIONAL CERTIFICATIONS/QUALIFICATIONS</u></b></p> <p>Certification/Training in the areas of Multimodal Transport Management, Logistics or Project Management.</p>	P4	1
3.	<b>Translator (French)</b>	<p><b><u>ACADEMIC QUALIFICATION</u></b></p> <p>A minimum of bachelor's degree in French-English linguistics and or equivalent professional degree/qualification in French-English translation.</p>	P3	1

		<p>A Postgraduate qualification in translation would be an added advantage.</p> <p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>Minimum eight (8) years working experience in translation at international or regional level.</p> <p><b><u>SPECIALIZED KNOWLEDGE:</u></b></p> <p>Demonstrable knowledge of having worked with a Professional team of translators in an International or Regional organization</p> <p>Experience in revising translated French and English texts.</p>		
4.	Translator (Arabic)	<p><b><u>MINIMUM ACADEMIC QUALIFICATION</u></b></p> <p>A minimum of bachelor's degree in Arabic - English linguistics and or equivalent professional degree/qualification in Arabic - English translation.</p> <p>A Postgraduate qualification in translation will be an added advantage.</p> <p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>Minimum eight (8) years working experience in translation at international or regional level.</p> <p><b><u>SPECIALIZED KNOWLEDGE:</u></b></p> <p>Demonstrable knowledge of having worked with a Professional team of translators in an International or Regional organization.</p> <p>Experience in revising translated Arabic and English texts.</p>	P3	3
5	Transport Expert (Road)	<p><b><u>MINIMUM ACADEMIC QUALIFICATION</u></b></p>	P3	1

		<p>Bachelor's degree in any of the following fields: Civil Engineering, Economics, Transport Management or International Trade Law.</p> <p>A Postgraduate qualification in any of the above fields will be an added advantage.</p> <p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>Minimum eight (8) years working experience in transport management at regional, international level and or government at senior level.</p> <p><b><u>SPECIALIZED KNOWLEDGE:</u></b></p> <p>Knowledge in the area of Transport facilitation, Road Transport Infrastructure Development and Management, Transport Technologies, Road Policy and Regulatory issues, Project Financing issues, and Regional Transport Market is required.</p>		
6	SPS/TBT Expert	<p><b><u>MINIMUM ACADEMIC QUALIFICATIONS</u></b></p> <p>Bachelor's degree in any of the following fields: Food Science/Technology; Agricultural Sciences; Veterinary Sciences; Plant Health/Crop Sciences; Quality Management; Engineering; and Physical/Chemical/Biological Sciences.</p> <p>A Post Graduate qualification in any of the above fields will be an added advantage.</p> <p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>Minimum eight (8) years working experience in Sanitary and Phytosanitary, Technical Barriers to Trade (SPS/TBT) and/or related fields.</p> <p><b><u>PROFESSIONAL CERTIFICATIONS/QUALIFICATIONS</u></b></p> <ul style="list-style-type: none"> <li>- Membership of relevant professional bodies (SPS/TBT);</li> <li>- Food safety auditor;</li> <li>- Personnel certification (relevant sectors).</li> </ul>	P3	1

		<p><b><u>SPECIALIZED KNOWLEDGE:</u></b></p> <ul style="list-style-type: none"> <li>- At least eight (8) years' practical experience in food safety, plant health; animal health; and Quality Infrastructure sectors in both the public and/or private sectors; work experience in the areas of national; regional and international food safety and quality management, including standardization, metrology, accreditation, and conformity assessment;</li> <li>- Demonstrated knowledge of WTO Agreements on Sanitary and Phytosanitary measures (SPS) and Technical Barriers to Trade (TBT) and Trade Facilitation,</li> <li>- Experience with development and implementation of Trade Facilitation Tools (Mutual Recognition Agreements; Equivalence);</li> <li>- Sound expertise in factors influencing export quality infrastructure in COMESA region;</li> <li>- Demonstrated skills and knowledge of risk-based approaches in conformity assessment;</li> <li>- Demonstrated ability to present technical findings in succinct reports and to make oral public presentations;</li> <li>- Membership in National/Regional/International TBT/SPS Forums would be an advantage.</li> </ul>		
7	<p><b>Agricultural Economist</b></p>	<p><b><u>MINIMUM ACADEMIC QUALIFICATIONS</u></b></p> <ul style="list-style-type: none"> <li>- Bachelor's degree in Agricultural Economics or Agribusiness Management;</li> <li>- A Postgraduate qualification in any of the above fields will be an added advantage.</li> </ul> <p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>Minimum eight (8) years working experience in sustainable agricultural value chains development, food and nutrition security and agricultural market development in the public and private sector settings with national and regional level exposures.</p>	P3	1

		<p><b><u>SPECIALIZED KNOWLEDGE</u></b></p> <ul style="list-style-type: none"> <li>- Agricultural Policy, Regulatory Development and Analysis, Agricultural Value Chains Development including Climate-Smart Agriculture, and Food and Nutrition Security;</li> <li>- Market Access Development, Qualitative and Quantitative Economic Assessment Methodology;</li> <li>- Development of project concept notes and proposals, Partnership Engagement; and</li> <li>- Development, Programme Planning and Reporting.</li> </ul>		
8	<b>Social and Cultural Officer</b>	<p><b><u>MINIMUM ACADEMIC QUALIFICATIONS</u></b></p> <ul style="list-style-type: none"> <li>- Bachelor's degree in Social Sciences, Gender, Business Administration, International Relations or related field;</li> <li>- A Postgraduate qualification in any the above fields will be an added advantage.</li> </ul> <p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>At least six (6) years of practical experience in a similar or related field such as youth programming, gender, human rights, and other related fields. Experience in policy development, research, advocacy, resource mobilization, creating partnerships, and working at regional level.</p>	P2	1
9	<b>Trade Officer</b>	<p><b><u>MINIMUM ACADEMIC QUALIFICATIONS</u></b></p> <ul style="list-style-type: none"> <li>- Bachelor's degree in any of the following fields: Economics, International Trade, Trade Law, Business Administration, or any other relevant field;</li> <li>- A Postgraduate qualification in any of the above fields will be an added advantage.</li> </ul>	P2	1

		<p><b><u>PROFESSIONAL EXPERIENCE</u></b></p> <p>At least six (6) years of practical experience in the field of trade policy and regional economic integration in a Member State, regional or international organization levels.</p> <p><b><u>PROFESSIONAL CERTIFICATIONS/QUALIFICATIONS</u></b></p> <p>Economist, regional economic integration, international trade, trade policy analysis etc.</p> <p><b><u>SPECIALIZED KNOWLEDGE</u></b></p> <p>Knowledge of COMESA Free Trade Area, in particular the COMESA Treaty and COMESA Regulations on Trade in Services. Exposure to simulations in value added trade in services, trade and economic analysis, statistics, trade negotiations is also required.</p>		
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➤ **WORKING LANGUAGE REQUIREMENT FOR ALL THE POSITIONS**

Applicants must be fluent in English and/or French and/or Arabic (speaking and writing). A combination of any two (2) or all these languages will be an added advantage.

➤ **ELIGIBILITY FOR APPLICATION**

Applicants must be citizens of a COMESA Member country and aged below fifty-five (55) years at the time of submitting the application.

➤ **MODE AND DEADLINE OF APPLICATIONS**

The well filled job Application form, copy of degree and other documents related to the required qualification and experience will be only received through the following email address: [info@minicom.gov.rw](mailto:info@minicom.gov.rw) not later than **Friday 19<sup>th</sup>, April 2024** at **11:59’p.m.**

The details of these advertised Job positions and Job application form are available on the COMESA website <http://www.comesa.int/> or MINICOM Website <https://mail.minicom.gov.rw/>

Done at Kigali, on 07<sup>th</sup>, March 2024.

  
**NIWENSHUTI Richard**  
Permanent Secretary.

