



Our Ref : 002/DCS/HE/2020
Your Ref :

Date :

JOB VACANCY:

Rwanda Revenue Authority is seeking to recruit self-motivated, qualified persons to fill the following positions;

Driver (3 Positions)

The Post is on Grade: 1

Main duties and Responsibilities

1. Drives and takes staff and other persons involved in RRA activities to different destinations as required by the supervisor or other superior.
2. Completes the vehicle log book on daily basis recording each movement;
3. Ensures the safety of the vehicle and its tools;
4. Keeps the vehicle clean and neat.

Qualifications, skills and competencies

- ✓ Secondary level of education in General Mechanics or Automobile and driving license with categories **B & D**.
- ✓ 2 years experience as a driver;
- ✓ General mechanics skills;
- ✓ Good driving ability;
- ✓ Car maintenance skills;
- ✓ Automobile skills;
- ✓ Basic knowledge of english or french;
- ✓ Time management skills;

HOW TO APPLY:

- Interested candidates should download the “Job application form” from the RRA website www.rra.gov.rw.
- Attach an **application letter addressed to Commissioner General; a well filled RRA Job application form, Curriculum Vitae, a copy of National Identity Card, copy of Degree, Certificates and all Academic Transcripts as per the required qualifications** should be sent to recruitment@rra.gov.rw not later than **09/01/2020, at 5:00 pm.**

Done at Kigali on 3/01/2020.

Kanyangeyo A.

KANYANGEYO Agnes
Deputy Commissioner General & Commissioner for Corporate Services.

