

Nº 11.07.025/004/25/HRPM-MD/e.m

JOB ADVERTISEMENT FOR SPIU STAFF

Water and Sanitation Corporations Group Ltd (**WASAC Group Ltd**) is an Entity setup to manage Water and Sanitation Services in Rwanda as a result of the Government of Rwanda's (**GoR**) decision to reform **WASAC Ltd** in October 2023 to form **WASAC Group Ltd** and it's 2 subsidiaries (**WASAC Utility Ltd & WASAC Development Ltd**).

It is in this regard that **WASAC Development Ltd** wishes to hire competent and enthusiastic people for the following position in order to achieve its mandate;

28 POSITIONS TO BE RECRUITED IN SPIU - WASAC Development Ltd

No	POSITIONS	NUMBER REQUIRED
1	Program Manager (Water Program)	1
2	Program Manager (Sanitation Program)	1
3	Program Manager (Finance and Administration)	1
4	Project Manager (Kigali Climate Smart Wastewater Management Project)	1
5	Project Manager (Kigali Centralised sewerage system Project)	1
6	Procurement Specialist	1
7	Financial Management Specialist	2
8	M& E Specialist	2
9	Social Safeguard Specialist	3
10	Environmental Specialist	1
11	Gender Specialist	1
12	Sanitation Sector Specialist	2
13	Water Sector Specialist	8
14	Sanitation Engineer	2
15	Accountant	1
TOTAL		28



1.PROGRAM MANAGER (WATER PROGRAM): 1 VACANCY

Location: Head Quarter

Reports to: SPIU Coordinator

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Lead the planning, execution, and completion of single projects and ensure that they are delivered in a timely manner, within the scope and budget;
2. Develop and implement single project plans, goals and objectives that support WASAC Developments' strategic objectives;
3. Coordinate cross-functional teams, including internal staff and external consultants, to ensure effective collaboration and resource allocation;
4. Build and maintain relationships with key stakeholder, including government agencies, and industry partners;
5. Prepare and manage project budgets and ensure that the financial resources allocated to projects are utilized efficiently;
6. Provide regular updates on projects to the SPIU coordinator on project progress, challenges and outcomes;
7. Make sure that all single projects are following local regulations and industry standards;
8. Perform any other duties as assigned by the SPIU Coordinator;

Minimum Requirements

1. Master's Degree in the field of Civil Engineering, Water Resources Engineering, Hydrology or related field.
2. 5 years' experience in managing projects, including design, construction or supervision and contract management of infrastructure projects.
3. Proven experience in donor-funded project management (e.g., USAID, EU, UN agencies, World Bank, AfDB etc.)
4. Relevant professional qualification as applicable to the role such as Project Management Professional (PMP) is an added value.

OR

1. Bachelor's Degree in field of Civil Engineering, Water Resources Engineering, Hydrology or related field.
2. A minimum experience of 7 years in managing projects, including design, construction or supervision and contract management of infrastructure projects.
3. Proven experience in donor-funded project management (e.g., USAID, EU, UN agencies, World Bank, AfDB etc.)
4. Relevant professional qualification as applicable to the role such as Project Management Professional (PMP) is an added value.



2.PROGRAM MANAGER (SANITATION PROGRAM): 1 VACANCY.

Location: Head Quarter

Reports to: SPIU Coordinator

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Lead the planning, execution, and completion of single projects and ensure that they are delivered in a timely manner, within the scope and budget;
2. Develop and implement single project plans, goals and objectives that support WASAC Developments' strategic objectives in Sanitation;
3. Coordinate cross-functional teams, including internal staff and external consultants, to ensure effective collaboration and resource allocation;
4. Build and maintain relationships with key stakeholder, including government agencies, and industry partners;
5. Prepare and manage project budgets and ensure that the financial resources allocated to projects are utilized efficiently;
6. Provide regular updates on projects to the SPIU coordinator on project progress, challenges and outcomes;
7. Make sure that all single projects are following local regulations and industry standards;
8. Perform any other duties as assigned by the SPIU Coordinator;

Minimum Requirements

1. Master's Degree in the field of Civil Engineering, Sanitation Engineering, Environmental Engineering or related field.
2. 5 years' experience in managing projects, including design, construction or supervision and contract management of infrastructure projects
3. Proven experience in donor-funded project management (e.g., USAID, EU, UN agencies, World Bank, AfDB, etc.)
4. Relevant professional qualification as applicable to the role such as Project Management Professional (PMP) is an added value.

OR

1. Degree in the field of Civil Engineering, Sanitation Engineering, Environmental Engineering or related field.
2. A minimum experience of 7 years in managing projects, including design, construction or supervision and contract management of infrastructure projects
3. Proven experience in donor-funded project management (e.g., USAID, EU, UN agencies, World Bank, AfDB, etc.).
4. Relevant professional qualification as applicable to the role such as Project Management Professional (PMP) is an added value.



3. PROGRAM MANAGER (Finance and Administration): 1 VACANCY

Location: Head Quarter

Reports to: SPIU Coordinator

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Maintain the financial and accounting records of the unit in accordance with the National and AfDB financial regulations, rules, policies and procedures.
2. Oversee financial accounting systems for cash management, accounts payable, accounts receivable, journal entries as well as petty cash;
3. Ensure adherence to WASAC financial and accounting policies and procedures are consistent with various laws and regulations in Rwanda;
4. Review the management and financial reports for completeness and ensure that board papers are prepared monthly and quarterly;
5. Oversee the monthly, quarterly, and annual budget projections and create pipeline projections. Plan ahead, assess present and potential financial risks, and create and put into action mitigation plans;
6. Prepare all supporting information for the annual external audit and internal audits;
7. Approve payments within the Project Implementation Unit and ensure that all accounting transactions are correctly posted;
8. Initiate, develop and maintain sound and mutual relationships and networks with relevant stakeholders;
9. Manage the financial risk and revenue collection process within the Project Implementation Unit;
10. Monitor the divisions budgetary performance highlighting key variances for Management action;
11. Cultivate a working environment that promotes teamwork, collaboration, and transparency among work units/departments and across WASAC Group Ltd;
12. Perform any other duties as assigned by the SPIU Coordinator

Minimum Requirements

1. Master's Degree in Commerce, Business Administration, Finance, and Accounting.
2. ACCA, CPA or PMP will be an added advantage.
3. A minimum of 5 years' experience in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank or AfDB).

OR

1. Bachelor's Degree in Commerce, Finance, business administration, Accounting.
2. ACCA, CPA or PMP will be an added advantage.
3. A minimum of 8 years' experience in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank or AfDB).

4.PROJECT MANAGER (KIGALI CLIMATE SMART WASTEWATER MANAGEMENT PROJECT): 1 VACANCY

Location: Head Quarter

Reports to: Program Manager

Nature of Contract: Short term Contract

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Key Duties and Responsibilities

1. Collaborate with the contractors and consultant to develop project work plans, timelines, and schedules.
2. Prepare project budgets and resource allocation plans.
3. Lead feasibility studies, needs assessments, and project scoping.
4. Identify project objectives, deliverables, and performance indicators to project engineers
5. Conduct field visits to monitor progress and address issues.
6. Provide regular updates on projects to the SPIU coordinator and Program Manager on project progress, challenges and outcomes;
7. Ensure accurate data collection, documentation, and record-keeping.
8. Prepare and submit progress reports (monthly, quarterly, annual).
9. Support evaluations, audits, and donor reviews.
10. Perform any other duties as assigned by the SPIU Coordinator or Program Manager.

Minimum Requirements

1. Master's Degree in the field of Civil Engineering, Sanitation Engineering, Environmental Engineering or related field.
2. A minimum experience of 4 years in managing projects, including design, construction or supervision and contract management of infrastructure projects;

OR

1. Bachelor's Degree in the field of Civil Engineering, Sanitation Engineering, Environmental Engineering or related field.
2. A minimum experience of 6 years in managing projects, including design, construction or supervision and contract management of infrastructure projects;

5.PROJECT MANAGER (KIGALI CENTRALISED SEWERAGE SYSTEM PROJECT): 1 VACANCY

Location: Head Quarter

Reports to: Program Manager

Nature of Contract: Short term Contract

Key Duties and Responsibilities

1. Collaborate with the contractors and consultant to develop project work plans, timelines, and schedules.
2. Prepare project budgets and resource allocation plans.
3. Lead feasibility studies, needs assessments, and project scoping.
4. Identify project objectives, deliverables, and performance indicators to project engineers
5. Conduct field visits to monitor progress and address issues.
6. Provide regular updates on projects to the SPIU coordinator and Program Manager on project progress, challenges and outcomes;
7. Ensure accurate data collection, documentation, and record-keeping.
8. Prepare and submit progress reports (monthly, quarterly, annual).
9. Support evaluations, audits, and donor reviews.



10. Perform any other duties as assigned by the SPIU Coordinator or Program Manager.

Minimum Requirements

1. Master's Degree in the field of Civil Engineering, Sanitation Engineering, Environmental Engineering or related field.
2. A minimum experience of 4 years in managing projects, including design, construction or supervision and contract management of infrastructure projects;

OR

1. Bachelor's Degree in the field of Civil Engineering, Sanitation Engineering, Environmental Engineering or related field.
2. A minimum experience of 6 years in managing projects, including design, construction or supervision and contract management of infrastructure projects.

6.PROCUREMENT SPECIALIST: 1 Vacancy

Location: Head Quarter

Reports to: SPIU Coordinator

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Prepare and issue procurement plans and documents, including Request for Quotations (RFQs), R Proposals (RFPs), Tender documents and bid invitations;
2. Conduct tendering processes of all activities in compliance with the ruling guidelines, regulations and Laws in respect to the fundamental principles of procurement and procurement regulations of the donors.
3. Manage supplier relationships, including regular communication, performance evaluations and issue resolution;
4. Evaluate and improve Procurement practices continuously, including identifying cost-saving opportunities and process enhancements;
5. Prepare reports on Procurement activities; performance metrics and cost savings for management;
6. Develop and maintain Procurement metrics to track performance, identify areas for improvement and report on sourcing effectiveness;
7. Ensure compliance with applicable laws and regulations related to sourcing activities and stay updated on regulatory requirements;
8. Conduct market research and analysis to stay updated on industry trends, supplier capabilities and pricing fluctuations, and be better informed on future projections and advise the team accordingly;
9. Monitor the delivery and quality of services by providers and effect penalty



charges to service providers where applicable;

10. Draft weekly and monthly progress reports on ongoing procurements;
11. Draft annual reports on service provider performance and advise the management;
12. Provide regular updates to the SPIU Coordinator about the procurement performance, challenges and outcomes
13. Maintain accurate auditable records of all procurement processes;
14. Perform other roles as may be assigned by the SPIU Coordinator.

Minimum Requirements

1. Master's degree in Procurement, Supply chain management, Business Administration, Law, or Economics.
2. A minimum experience of 2 years as Procurement Specialist, procurement officer or Procurement Manager in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank, KFW, AfDB etc.);
3. Having qualification in procurement such as: Chartered Institute of Procurement and Supply (CIPS), Certified International Procurement Professional (CIPP), Certified International Advanced Procurement Professional (CIAPP) is an added advantage.

OR

1. Bachelor's degree in Procurement, Supply chain management, Business Administration, Law, or Economics.
2. A minimum experience of 3 years as Procurement Specialist, procurement officer or Procurement Manager in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank, KFW, AfDB etc.)
3. Having qualification in procurement such as: Chartered Institute of Procurement and Supply (CIPS), Certified International Procurement Professional (CIPP), Certified International Advanced Procurement Professional (CIAPP) is an added advantage

7.FINANCIAL MANAGEMENT SPECIALIST: 2 VACANCIES

Location: Head Quarter

Reports to: Finance Program Manager (Finance and Administration)

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Supervise and allocate the work of the Accountancy Section to ensure that all tasks are completed within prescribed timescales;
2. Contribute to the preparation of the annual revenue and capital budgets, monitoring of financial performance and completion of the annual accounts;
3. Provide support and counsel on accounting matters across SPIU on matters budget preparation, monitoring, production of final accounts and financial advice;

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4. Assist with the planning, testing, training, implementation and review of all aspects of computerized financial systems;
5. Ensure the Treasury Management and Banking functions operate in accordance with legislative, regulatory and organizational requirements;
6. Provide financial input into reports to Committees and other working groups as required;
7. Identify any training and development requirements within the Accountancy Section and ensure that these are met;
8. Arrange and conduct training on accountancy or financial systems issues as required;
9. Interpret legislative and regulatory requirements where necessary and ensure any resulting amendments to processes or procedures are implemented;
10. Perform other duties as assigned.

Minimum Requirements

1. Master's degree in Finance or Accounting.
2. A minimum experience of 2 years as Accountant, Senior Accountant or Financial Management specialist in large organizations
3. Having qualifications like CPA OR ACCA is an added advantage

OR

1. Bachelor's degree in Finance or Accounting.
2. A minimum experience of 3 years as Accountant, Senior Accountant or Financial Management specialist in large organizations
3. Having qualifications like CPA OR ACCA is an added advantage

8. MONITORING & EVALUATION SPECIALIST: 2 VACANCIES

Location: Head Quarter

Reports to: SPIU Coordinator

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Design comprehensive plans that will outline how monitoring and evaluation will be conducted, this includes setting objectives, selecting indicators, as well as determining methodologies for data collection and analysis;
2. Analyse data to extract actionable insights and compile the findings into reports that will inform relevant stakeholders about the program progress, outcomes and impact;



3. Collect, store and manage data efficiently to ensure it is accurate, reliable and accessible for analysis;
4. Elaborate, pilot and validate quantitative and qualitative monitoring tools as well as design the corresponding data collection procedures;
5. Support the preparation and review of annual work plans and program reports;
6. Build capacity of program staff through leading learning opportunities to improve application of tools and processes and updates of evolutionary thinking around M&E;
7. Lead efforts in reviewing existing evaluation approach and to promote more rigorous and impact- oriented evaluation design;
8. Consolidate high quality M&E data and analysis on local governance, risks and conflict sensitivity;
9. Compile and publish quantitative and qualitative monitoring results in visually attractive Monitoring Reports for internal and external audiences;
10. Suggest strategies to the Project Management to improve the efficiency and effectiveness of the projects by identifying bottlenecks and developing plans to minimize or eliminate the bottlenecks;
11. Carry out daily, weekly and monthly reporting including status updates and decision-making processes;
12. Offer leadership and technical support to project staff in the implementation of their monitoring responsibilities to ensure correct and timely collection of monitoring data;
13. Design monitoring and evaluation frameworks, including setting clear objectives, defining key performance indicators (KPIs), and establishing data collection methods and tools;
14. Oversee the collection, management, and analysis of data to track progress and outcomes of programs and projects, ensuring data quality and integrity;
15. Develop evaluation plans and methodologies, including designing surveys, interviews, focus groups, and other data collection instruments to assess program impact and effectiveness;
16. Generate regular reports and presentations on monitoring and evaluation findings, including synthesizing data, analysing trends, and making recommendations for program improvement;
17. Provide training and technical assistance to staff and partners on monitoring and evaluation techniques, tools, and methodologies;
18. Facilitate learning sessions and knowledge-sharing forum;
19. Perform any other duties that may be assigned by SPIU Coordinator.

Minimum Requirements

1. Master's degree in Monitoring and Evaluation, Project Management, Applied statistics, Economics, Civil engineering, Water engineering, Business Administration, or Management.
2. A minimum experience of 2 years in M&E field or project Management in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank or AfDB).

OR

1. Bachelor's degree in Monitoring and Evaluation, Project Management, Economics,



Applied statistics, Civil engineering, Water engineering, Business Administration, Management

2. A minimum experience of 3 years in M&E field or project Management in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank or AfDB).

9.SOCIAL SAFEGUARD SPECIALIST: 3 VACANCIES

Location: Head Quarter

Reports to: SPIU Coordinator

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Lead in the oversight of the implementation of social risk management and compliance with Government and donors' Environmental and Social Safeguards guidelines in consultation with the Project Management;
2. Conduct site visits to projects in order to assess compliance and propose necessary remedies;
3. Undertake follow up monitoring to ensure that proposed mitigation measures are implemented according to an agreed upon environmental and social mitigation implementation plan;
4. Coordinate and monitor regular social safeguards capacity development of implementing partners, consultants, and Contractors during project implementation, including project awareness, communication, and sensitization activities;
5. Integrate social inclusion with respect to gender, age and marginalized groups into WASAC Development project activities
6. Develop and implement capacity building and training plans on social safeguards for all staff within WASAC Development Ltd;
7. Provide regular updates to the SPIU Coordinator about implementation of RAPs, challenges and solutions
8. Prepare quarterly and annual reports on safeguards related issues
9. Perform any other duties that may be assigned by the SPIU Coordinator.

Minimum Requirements

1. Master's degree in Project Management, Economics, Business Administration, Management, Development Studies, Sociology, Business Development, Public communication, Environmental Management, Community Development.
2. A minimum experience of 2 years in social Safeguard positions in donor-funded



projects ((e.g., USAID, EU, UN agencies, World Bank or AfDB).

OR

1. Bachelor's degree in in Project Management, Economics, Business Administration, Management, Development Studies, Sociology, Business Development, Public communication, Environmental Management, Community Development.

2. A minimum experience of 3 years in Social Safeguard positions in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank or AfDB).

10.ENVIRONMENTAL SPECIALIST: 1 VACANCY

Location: Head Quarter

Reports to: SPIU Coordinator

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Implement risk management measures to ensure compliance with the national and donors' environmental laws and regulations;
2. Carry out environmental audits and inspections to assess and maintain compliance with applicable environmental legislation;
3. Monitor, analyse and make recommendations on current or proposed environmental legislation and policies that may impact operations and programs;
4. Determine the need, apply for, negotiate and maintain environment regulatory permits for water infrastructure projects by WASAC Development;
5. Coordinate the process of elaboration of ESIA's, ESMPs and CESMPs and ensure that they implemented in accordance with the national and Donor's environmental safeguard policies and regulations.
6. Provide regular updates to the SPIU Coordinator about implementation of the ESIA's, ESMPs and CESMPs, highlight critical issues and challenges and mitigation measures.
7. Design and implement effective employee training programs on environment sustainability;
8. Curate clear and detailed reports based on field inspections;
9. Perform any other duties that may be assigned by SPIU Coordinator

Minimum Requirements

1.Master's degree in Environmental Science, Environmental Engineering, Natural Resources Management, Environmental Management

2. A minimum experience of 2 years in in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank or AfDB).

OR



1. Bachelor's Degree in Environmental Science, Environmental Engineering, Natural Resources Management, Environmental Management.
2. A minimum experience of 3 years in donor-funded projects ((e.g., USAID, EU, UN agencies, World Bank or AfDB).

11.GENDER SPECIALIST: 1 VACANCY

Location: Head Quarter

Reports to: SPIU Coordinator

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Conduct gender analysis and assessments in order to identify gender gaps and develop strategies to address these gaps;
2. Create and put into practice gender-sensitive monitoring and evaluation frameworks to gauge the effectiveness of interventions and monitor the advancement of gender equality objectives;
3. Design and deliver trainings and workshops to enhance WASAC Staff and relevant stakeholders understanding of gender issues;
4. Draft and implement realistic gender strategies and action plans that aim to increase positive gender equality outcomes;
5. Carry out research on gender-related topics, analyse data and generate evidence to inform strategic decision making by WASAC Leadership;
6. Organize and participate in meetings, workshops and events to support WASAC work on gender mainstreaming;
7. Report on gender-related metrics on a regular basis and suggest adjustments as necessary;
8. Provide recommendations and advice on how gender mainstreaming elements can be added and pursued at the level of implementation, monitoring as well as reporting;
9. Keep abreast of the current trends, best practices and emerging issues in the field of gender equality;
10. Perform any other duties that may be assigned by SPIU Coordinator

Minimum Requirements

1. Master's degree in Gender Studies, Social Sciences, Development Studies, Social Work
2. A minimum experience of 2 years in Gender mainstreaming in projects and programs, Gender analysis, Gender Monitoring and evaluation in similar organization or busy function.

OR

1. Bachelor's Degree in Gender Studies, Social Sciences, Development Studies, Social Work.



2. A minimum experience of 3 years in Gender mainstreaming in projects and programs, Gender analysis, Gender Monitoring and evaluation in similar organization or busy function.

12.SANITATION SECTOR SPECIALIST: 2 VACANCIES

Location: Head Quarter

Reports to: Sanitation Program Manager

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Coordinate development of the designs that includes specifications, drawings and calculations;
2. Ensure that sanitation supply systems are designed and installed as per applicable codes, standards and regulations;
3. Contribute to the development of sanitation management policies and regulations;
4. Stay abreast of emerging technologies and industry trends related to sanitation;
5. Actively prepare, review or validate specifications for project construction works;
6. Actively prepare, review or validate tender documents as a basis for procuring construction works as required;
7. Effectively and efficiently manage the implementation of projects and supporting on project tasks, under the leadership of supervisors;
8. Administer the contracts and monitor the progress and the quality of works for the implementation of projects from beginning to end from designs to handover of construction works with respect to the applicable schedule, policies and standards;
9. Provide regular updates on the project implementation, challenges and mitigation measures to fast-track project executions.
10. Ensure that projects keep to budgets and timescales;
11. Perform any other duties that may be assigned by the SPIU Coordinator, program Manager or project manager.

Minimum Requirements

1. Master's degree in Sanitary Engineering, Environmental Engineering, Water and Sanitation Engineering, Civil Engineering
2. A minimum experience of 2 years as Sanitation Engineer, Sanitation senior Engineer, Sanitation Specialist in a similar organization or busy function.

OR

1. Bachelor's degree in Sanitary Engineering, Environmental Engineering, Water and Sanitation Engineering, Civil Engineering

2. A minimum experience of 3 years as Sanitation Engineer, Sanitation senior Engineer, Sanitation Specialist in a similar organization or busy function.



13. WATER SECTOR SPECIALIST: 8 VACANCIES

Location: Head Quarter

Reports to: Water Project Manager

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Coordinate development of the designs that includes specifications, drawings and calculations;
2. Ensure that water supply systems are designed and installed as per applicable codes, standards and regulations;
3. Contribute to the development of Water management policies and regulations;
4. Stay abreast of emerging technologies and industry trends related to water supply;
5. Actively prepare, review or validate specifications for project construction works;
6. Actively prepare, review or validate tender documents as a basis for procuring construction works as required;
7. Effectively and efficiently manage the implementation of projects and supporting on project tasks, under the leadership of supervisors;
8. Administer the contracts and monitor the progress and the quality of works for the implementation of projects from beginning to end from designs to handover of construction works with respect to the applicable schedule, policies and standards;
9. Provide regular updates on the project implementation, challenges and mitigation measures to fast-track project executions
10. Ensure that projects keep to budgets and timescales;
11. Perform any other duties that may be assigned by the SPIU Coordinator, Program Manager and Project Manager.

Minimum Requirements

1. Master's degree in Water Resources Engineering, Civil Engineering, Environmental Engineering.

2. A minimum experience of 2 years working as Water Engineer, Civil Engineer, Senior Water Engineer, Water sector Specialist in a similar organization or busy function.

OR

1. Bachelor's degree in Water Resources Engineering, Civil Engineering, Environmental Engineering,

2. A minimum experience of 3 years working as Water Engineer, Civil Engineer, Senior Water Engineer, Water sector Specialist in a similar organization or busy function.



14.SANITATION ENGINEER: 2 VACANCIES

Location: Head Quarter

Reports to: Sanitation Program Manager

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Follow up the implementation of sanitation projects;
2. Prepare and present technical reports and presentations to the Senior Engineers and manager;
3. Ensure that sanitation projects are implemented as per applicable codes, standards and regulations;
4. Ensure continuous monitoring and evaluation of all project activities, attend and represent WASAC development at various meetings for sanitation concerns;
5. Administer the contracts and monitor the progress of projects from the beginning of implementation up to its completion;
6. Ensure that the projects keep to budgets and timescales;
7. Monitor the contractor's execution, invoice verification and monitor the quality of executed works;
8. Participate actively in the provisional and final acceptance of completed works and provide advice accordingly;
9. Prepare weekly, monthly and quarterly reports of the sanitation project implementation;
10. Participate actively along with audits and evaluation mission and implement recommendation formulated;
11. Stay abreast of emerging technologies and industry trends related to water resources engineering;
12. Perform any other duties assigned by the supervisor.

Minimum Requirements

1. Bachelor's degree in Sanitary Engineering, Environmental Engineering, Water and Sanitation Engineering, Civil Engineering
2. A minimum experience of 3 years as Sanitation Engineer, Sanitation senior Engineer in a similar organization or busy function.

15. Accountant: 1VACANCY

Location: Head Quarter

Reports to: Financial Management Specialist

Nature of Contract: Short Term Contract

Key Duties and Responsibilities

1. Payment of the project related transactions and record them as per the approved accounting standards and manuals;
2. Contribute to the preparation of the annual revenue and capital budgets, monitoring of financial performance and completion of the annual accounts;

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3. Provide support and counsel on accounting matters across SPIU on matters budget preparation, monitoring, production of final accounts and financial advice;
4. Ensure the Treasury Management and Banking functions operate in accordance with legislative, regulatory and organizational requirements;
5. Provide financial input into reports to Committees and other working groups as required;
6. Interpret legislative and regulatory requirements where necessary and ensure any resulting amendments to processes or procedures are implemented;
7. Perform other duties as assigned by the supervisors.

Minimum Requirements

1. Master's degree in Finance or Accounting.
2. A minimum experience of 2 years as Accountant, Senior Accountant or Financial Management specialist in large organizations
3. Having qualifications like CPA OR ACCA is an added advantage

OR

1. Bachelor's degree in Finance or Accounting.
2. A minimum experience of 3 years as Accountant, Senior Accountant or Financial Management specialist in large organizations
3. Having qualifications like CPA OR ACCA is an added advantage

How to Apply:

Interested candidates are required to submit their applications through the consulting firm contracted to conduct this recruitment on behalf of WASAC Group. Applications must be submitted via the following link:

<https://www.careers-page.com/right-seat-2#openings>

The deadline to apply is 06/02/2026.

Only selected candidates will be contacted.

Done at Kigali on, 21 JAN 2026

Dr. Asaph KABAASHA

Chief Executive Officer – WASAC Group Ltd

