

JOB ADVERTISEMENT

The management of **Energy Utility Corporation Limited (EUCL)** informs the public that it is recruiting competent, qualified and experienced staff to fill the following positions:

S/ N	POSITION	NUMBER REQUIR ED	KEY ROLES & REQUIREMENTS
1	Performance Management, Training and Development Specialist	01	<u>Job summary</u> Responsible for employees' performance management, training and development policy and procedures in line with the overall Human Resource strategy. <u>Key responsibilities:</u> <u>Performance Management</u> • designs, implements, and oversees programs and frameworks that evaluate and improve employee and organizational • Develop Performance Contract in line with departmental heads and ensure each job holder has a signed Performance Contract with their supervisor • Develop and manage the utility's recognition frameworks and recommend best practices. <u>Training</u> • Identify training and development needs within an organization through job analysis, appraisal schemes and regular consultation with business managers and human resources departments • Develop Capacity Building & Development of staff • Ensure the implementation of Capacity Building & Development • Draft monthly & Annually reports of Capacity Building Plan <u>Budgeting</u> • Develop an annual training budget and monitor training expenditure

		• Consider the costs of planned programs and keeping within budgets as assessing the return on investment of any training or development program is becoming increasingly important Employee Relations • Lead in conducting HR surveys and audits when required, and climate monitoring during Branch visits or through various employee interactions • Support the utility to implement various change management strategies and interventions according to the relevant changes in respective Branches or Business Units <u>Minimum Required Education & Experience:</u> • Master's degree in Human Resource Management • Master's degree in Business Administration with specialization in Human Resource • Master's Degree in Management with specialization in Human Resource • A recognized Human Resource Professional certification CHRM, SPHR, SHRM, PHRi or any other recognized HR Professional Certification would be an added value • With at least one (1) year of working experience in Human Resource Management OR • Bachelor's Degree (A0) in Human Resource Management • Bachelor's Degree (A0) in Business Administration with specialization in Human Resource • Bachelor's Degree (A0) in Management with specialization in Human Resource • A recognized Human Resource Professional certification CHRM, SPHR, SHRM, PHRi or any other recognized HR Professional Certification would be an added value. • With at least three (3) years of working experience in Human Resource Management
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2	Legal Specialist	01	<u>Job summary</u> This role will be responsible for implementing and directing the legal activities and overseeing the implementation of good governance principles across the entire organization and providing statutory and legal advice to both the holding company and Energy Utility Corporation Limited. <u>Key responsibilities</u> 1. Prepare and review legal instruments, including contract agreements and internal regulations to provide legal interpretations and advice of these instruments and regulations; 2. Advise management and departments on appropriate legal procedures and corrective action regarding any legal related matter 3. Participate in developing a legal and contractual framework suitable for energy sector through proper laws and standards contracts <u>Minimum Required Education & Experience:</u> • Master's degree in law with at least 2 years of relevant professional experience; or • Bachelor's degree in law with at least 3 years of relevant professional experience. • A Postgraduate Diploma in Legal Practice or equivalent professional legal qualification will be an added advantage. • Experience in commercial transactions, contract drafting and negotiation, procurement, corporate law, regulatory matters or the energy sector will be an added advantage.
3	Contact Centre Supervisor	01	<u>Job summary</u> Responsible for the daily running and management of the Contact center through the effective use of resources. They have responsibility for meeting and possibly setting, customer service targets as well as planning areas of improvement or development <u>Key responsibilities:</u>

			<u>Strategic Management</u> • Manage the daily running of the call center, including sourcing equipment, effective resource planning and implementing call center strategies and operations • Performance Management • Carry out needs assessments, performance reviews and cost/benefit analyses • Set and meet performance targets for speed, efficiency, sales and quality <u>Records Management</u> • Manage records and ensuring all relevant communications, records and data are updated and recorded <u>Product knowledge</u> • Advise contact center officers & supervisors on products and services available • Liaise with supervisors, team leaders, operatives and third parties to gather information and resolve issues • Maintain up-to-date knowledge of industry developments and involvement in networks • Monitor random calls to improve quality, minimize errors and track operative performance <u>Reporting</u> • Record statistics, user rates and the performance levels of the center and preparing reports <u>Customer complaints</u> • Handle the most complex customer complaints or enquiries. <u>Leadership</u> • Forecast and analyze data against budget figures on a weekly and/or monthly basis • Provide overall leadership of the call center, supervise and manage the performance and development of staff in line with the Organization's goals, objectives, policies and regulations • Develop a departmental annual work plan and financial budget and monitor their implementation in line with the Business plan <u>Minimum Required Education Background & Experience:</u> • Bachelor's Degree (A0) in Business Administration, Commerce, Marketing or a full professional qualification in Marketing and
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			At least 3years of experience in customer service or call center operations
4	Statistician	01	<u>Job summary</u> Responsible for statistical analysis and reporting <u>Key responsibilities</u> Technical Support - Gather, arrange, analyse and disseminate precise data and information from different departments (Generation, Transmission, Distribution, commercial and Finance) - Apply mathematical and statistical knowledge to the design of surveys and experiments' the collection, processing and analysis of data; - Develop and initiate statistical techniques, issues and protocols Reporting - Prepare reports describing the statistical data and methodology utilized to generate the models and future energy trends on annual basis, quarterly and monthly reports; - External collaboration with energy statistics stakeholders - Work with RURA, NISR and other energy statistics stakeholder's vis a vis energy indicator monitoring. - Perform any other related work as may be required by the supervisor <u>Minimum Required Education & Experience:</u> A bachelor's degree in economics, Applied Statistics, Applied Mathematics or Applied Statistics in Economics and any other related field with at least three (3) years of experience in a Statistics role. OR A master's degree in any of the above fields is an added value.
5	Senior Engineer Gishoma Peat to Power Plant	01	<u>Job summary</u>

			To manage the safe and efficient operation of the thermal plant as well as the associated equipment, infrastructure and systems. <u>Key responsibilities:</u> Strategic Planning • Develop, review and implement operating policies, procedures, budgets, annual plans, power contracts, power rates and standing operating procedures. Technical Support • Monitor operation with optimum efficiency, availability and safety in accordance with the requirements of the power purchase agreement, good utility practice and all applicable laws and regulations. • Evaluate current and formulate new short- and long-range maintenance goals to meet the needs and requirements of the plant management. • Monitor that the water chemistry program for the plant is properly implemented, including testing, inspections, and maintenance of water treatment program Reporting • Develop periodic Thermal energy performance reports for management's attention Leadership • Provide overall leadership of the unit staff and supervise and manage the performance and development of staff in the department in line with the Organization's goals, objectives, policies and regulations. • Develop the unit annual work plan and financial budget and monitor their implementation in line with the Business plan
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			<u>Minimum Required Education & Experience:</u> • Master's degree in electrical, Electro-mechanical, Mechanical Engineering, Power system, Renewable Energy and at least 2 years of experience in Power plant operations, transmission or distribution operations OR • Bachelor's Degree (A0) in Electrical, Electro-mechanical, Mechanical Engineering, Power system, Renewable Energy and at least 3 years of experience in Power plant operations, transmission or distribution operations
6	Electrical Engineer (Specialist)	01	<u>Job summary</u> The role oversees power generation equipment, electrical distribution systems, compliance with safety and environmental regulations, emergency preparedness, asset management, and the supervision of Electrical O&M teams. The incumbent ensures optimal plant performance, operational continuity, regulatory compliance, and continuous improvement of plant assets and processes. <u>Key responsibilities:</u> Technical Operations • Ensure safe, reliable, and efficient operation and maintenance of the power plant, switchyard, generators, turbines, and associated electrical systems. • Perform switching, isolation, synchronization, testing, troubleshooting, and maintenance of electrical equipment. • Monitor plant performance, prepare operational reports, and coordinate power generation and transmission activities. Leadership and Management • Supervise Electrical O&M teams and manage performance. • Develop and implement work plans, budgets, and resource schedules. • Provide technical guidance, training, and capacity building for staff. Compliance, Safety, and Environment

			• Ensure compliance with operational, regulatory, environmental, and safety standards. • Implement safety procedures for high-voltage installations and recommend measures to prevent operational risks and fire hazards. • Work closely with EHS teams to maintain environmental compliance. Emergency Preparedness • Support the development and implementation of emergency response procedures. • Coordinate responses to outages and emergencies and ensure clear communication of roles and responsibilities. <u>Minimum Required Education & Experience:</u> Master's degree in electrical engineering /Electromechanical Engineering/Electronics and Telecommunications/ Alternative energy/ Renewable Energy and other related field with at least (2) years of experience working in Power plant operations, transmission or distribution operations <u>OR</u> Bachelor's degree (A0) in electrical engineering /Electromechanical Engineering/Electronics and Telecommunications/ Alternative energy/ Renewable Energy and other related field with at least (3) years of experience working in Power plant operations, transmission or distribution operations.
7	Mechanical Engineer (Specialist)	01	<u>Job summary</u> To ensure the reliable, safe, efficient, and compliant operation and maintenance of power plant electrical systems while leading teams, managing assets, and supporting continuous improvement initiatives. <u>Key responsibilities:</u> Technical Operations • Ensure safe and efficient operation of the power plant, switchyard, and electrical systems.

		• Operate, monitor, start, stop, synchronize, and regulate turbine-generators and power loads. • Perform switching, isolation, earthing, and clearance procedures for electrical equipment. • Maintain operational logs, prepare technical reports, and investigate equipment malfunctions. • Operate and maintain auxiliary systems such as HVAC, DC systems, communications, lighting, and station batteries. Leadership & Management • Contribute to the development and implementation of Operations & Maintenance (O&M) plans. • Supervise Electrical O&M teams and manage performance. • Develop work schedules, allocate resources, and monitor results. Safety & Environmental Compliance • Enforce safety procedures for high-voltage plants, substations, and switchyards. • Promote fire prevention measures and environmental protection practices. • Work closely with EHS teams to ensure compliance with environmental standards and regulations. Emergency Preparedness • Support the development and implementation of emergency response procedures. • Ensure all team members understand their roles and responsibilities before, during, and after emergencies. <u>Minimum Required Education & Experience:</u> Master's degree in mechanical engineering /Electromechanical Engineering and other related field with at least (1) year of experience working in Power plant operations, transmission or distribution operations. OR Bachelor's (A0) degree in mechanical engineering /Electromechanical Engineering and other related field with at least (3) years of experience working in Power plant operations, transmission or distribution operations.
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8	Environmental Health & Safety Engineer (Specialist)	01	<u>Job summary</u> The EHS Engineer is responsible for developing, implementing, and monitoring environmental, health, and safety programs to ensure compliance with regulatory requirements and promote a safe working environment within the power plant. <u>Key responsibilities:</u> • Develop, implement, and monitor environmental, health, and safety (EHS) programs, policies, and procedures to ensure regulatory compliance and safe plant operations. • Conduct safety inspections, hazard assessments, air quality monitoring, and accident investigations, and recommend corrective actions to prevent incidents. • Coordinate and deliver safety training, emergency preparedness activities, and awareness programs for employees and contractors. <u>Minimum Required Education & Experience:</u> Master's degree in environmental engineering, Environmental Technology, Mechanical Engineering, Electrical Engineering, Civil Engineering or related field with at Least one (1) Year of experience in Healthy and Safety in Power plant operations, transmission or distribution operations. OR Bachelor's degree in environmental engineering, Environmental Technology, Mechanical Engineering, Electrical Engineering, Civil Engineering or related field with at Least two (3) Years of experience in Healthy and Safety at Power plant operations, transmission or distribution operations.
9	O&M Mechanical Officer	07	<u>Job summary</u> The O&M Mechanical Officer is responsible for the operation, maintenance, reliability, and performance of

			mechanical infrastructure and equipment within the Power plant. <u>Key responsibilities:</u> • Manage the operation and maintenance of mechanical systems, including diesel engines, fuel systems, auxiliary equipment, and mechanical transmission systems. • Lead root-cause analysis of equipment failures, implement corrective actions, and monitor results to improve plant reliability and performance. • Develop, review, and implement preventive maintenance programs aligned with operational and maintenance requirements. <u>Minimum Required Education & Experience:</u> Bachelor's degree (A0) in mechanical engineering /Electromechanical Engineering / Production Technology and other related field with at least one (1) year of experience working in Power plant operations, transmission and distribution operations. OR • Advanced diploma (A1) in Mechanical Engineering / Electromechanical Engineering / Production Technology and other related field with at least three (3) years of experience working in Power plant operations, transmission or distribution operations.
10	CHEMICAL OFFICER	06	<u>Job summary</u> The role is responsible for the operation, maintenance, and performance optimization of mechanical infrastructure in a Peat Power plant. It ensures reliable and efficient functioning of critical mechanical systems, including diesel engines, fuel systems, and auxiliary equipment. The position also involves leading maintenance planning, troubleshooting, root-cause analysis of failures, and implementing corrective actions while ensuring compliance with safety and environmental standards. <u>Key responsibilities:</u> • Be in-charge of operations and maintenance of mechanical infrastructure at Peat Power plant. • Lead investigation into the root-cause analysis of faults or failures in the mechanical plant, report findings,

			propose solutions, corrective action plan, implement, monitor corrective actions, and report results to Senior Engineer. - Develop and/or review Planned Maintenance (PM) activities of mechanical equipment and related systems to ensure all PMs are correctly aligned with the Operations and Maintenance Manual. <u>Safety</u> - Apply safety procedures for all O&M work in high voltage plants, rotating mechanical plants, high temperature, and high pneumatic and or hydraulic pressure plants to prevent danger and damage to plant equipment. - Apply environmental protection procedures to safeguard the ecosystem. <u>Minimum Required Education & Experience:</u> Bachelor's degree (A0) in chemistry, Biology, Applied Chemistry, Water Technology, Environmental Science, Bio- Technology or other related field with a minimum of one (1) year of experience working in chemical labs at Power Plants or other industry/factory laboratories. OR - Advanced Diploma (A1) in Chemistry, Biology, Applied Chemistry, Water Technology, Environmental Science, Biotechnology or other related field with at least three (3) years of experience working in chemical labs at Power Plants or other industry/factory laboratories.
11	Environmental Health & Safety Technician	01	<u>Job summary</u> The Safety Technician is responsible for supporting the implementation, monitoring, and continuous improvement of health, safety, and environmental programs within the power plant. <u>Key responsibilities:</u> Develop, implement, and monitor health, safety, and environmental policies and programs in

			compliance with legal and organizational requirements. • Conduct risk assessments and identify workplace hazards, recommending and implementing corrective and preventive measures. • Carry out regular site inspections to ensure compliance with safety procedures, standards, and legislation. <u>Minimum Required Education & Experience:</u> Advanced diploma (A1) in General Mechanics, Electrical, Chemistry, Environmental Management, Production Technology with at least one (1) year of experience working in health and safety at in power plant operations, Transmission or Distribution operations.
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Required Documents for application:

1. An application letter;
2. A detailed updated Curriculum Vitae;
3. A photocopy of academic degree;
4. A photocopy of the Identity card (**Mandatory**)
5. Full addresses of three referees, including preferably one of previous supervisors.
6. Proof of Experience (Work Certificate (s))

Submission of Applications

Interested and qualified candidates should submit their soft copy application documents addressed to Acting Managing Director of EUCL through recruitment.reg.rw portal not later than1.6.OCT.2026..... at 05:00 P.M. Hard copies are not accepted. Only shortlisted candidates shall be contacted.

Note: “REG is an equal opportunity employer. As part of its Gender Mainstreaming policy and program, we seek to increase the number of women in all levels of the organization. Therefore, we strongly encourage women to apply. Special consideration will be given to qualified women applicants.”

Done at Kigali, ...0.7.OCT.2026...



EUCL MANAGEMENT.