



JOB ANNOUNCEMENT

Kibogora Polytechnic is recruiting administrative staff; the positions are open to all Interested and qualified Candidates

S/N	Job title	Number Positions	Qualification and experience required
1	Chief Accountant	1	<ul style="list-style-type: none">a) Master degree in Accounting, Finance;b) Advanced knowledge in QuickBooks will be an added advantage;c) Advanced knowledge in Ms Excel;d) To have CPA certificate or being in Advanced level or being holder of CAT;e) Minimum of five (5) years of experience in finance, or Accounting;
2	Accountant	1	<ul style="list-style-type: none">a) Bachelor degree in Accounting, Finance;b) Advanced knowledge in QuickBooks will be an added advantage;c) Intermediate knowledge in Ms Excel;d) To have a CAT or being registered in foundation level CPA will be an added advantage;e) Minimum of two (2) years of experience in finance, or Accounting;
3	It programmer	1	<ul style="list-style-type: none">a) Master or Bachelor's degree in Computer Science, Information Technology, software engineering, software development, information systems;b) Bachelor's degree in Computer Science, Information Technology, software engineering, software development, information systems (with proven experience of 3+ years);c) Proficiency in multiple programming languages and frameworks (e.g., Java, Laravel, JavaScript/Node.js, React.js) and the ability to select appropriate technologies based on project needs;d) Deep understanding of relational database management systems (e.g., PostgreSQL, MySQL, MS SQL Server) and NoSQL databases (e.g., MongoDB, Cassandra);e) Having two years of experience related to programming will be an added advantagef) Having knowledge on data security
4	Lab technician in Midwifery	1	<ul style="list-style-type: none">a) Bachelor's Degree in Midwifery from a recognized university, with equivalence where it is applicableb) Professional experience: 1 year of experience minimum Health-relatedc) Registered with a relevant professional body
5	Lab technician in General	1	<ul style="list-style-type: none">a) Bachelor Degree in Nursing from a recognized universityb) Professional experience: one year of experience minimum Health related.

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	Nursing		c) Having fist class or second class upper division d) Having updated license delivered from NCNM
6	Tutorial Assistant in General Nursing	1	a) Bachelor Degree in Nursing from a recognized university; b) Professional experience: one year of experience minimum Health related; c) Having fist class or second class upper division; d) Having updated license delivered from NCNM;
7	Assistant to the Dean of the students' office (Only Female targeted)	1	a) Bachelor's degree in sociology, Theology, Education, counseling, career guidance, Economics and Management, Rural development, Cooperative and Small Business Management, General Nursing, Midwifery; b) Excellent written and verbal communication skills. c) Demonstrate particular sports and cultural talents as added value d) Proven experience in career guidance
8	Public relation and marketing (reserved only for KP Alumni)	1	a) Bachelor's degree in Theology, Education, Finance, Accounting, Economics and Management, Rural development, Cooperative and Small Business Management, General Nursing, Midwifery, BLS b) Excellent written and verbal communication skills. c) Digital and IT literacy



HOW TO APPLY

Interested candidates should submit their application (*Motivation letter addressed to the Vice-chancellor, updated CV, Certified copies of Degrees, copy of ID, Proof of required working experience*) those who studied abroad should also submit their Degrees with Equivalences through e-mail to info@kp.ac.rw and copy to hr@kp.ac.rw.

Application deadline is 4th February 2025 at 5:00 pm, All attachments should be put together in one PDF file not larger than 2.5 MB.

Only shortlisted candidates will be contacted for test and interview.

Done at Kibogora on January 29th, 2025

Dr. Dariya MUKAMUSONI, PhD
Vice-Chancellor of Kibogora Polytechnic