

TITLE	3 positions – Ngaruyinka Project 1. Renewable Energy Specialist 2. Road Engineer 3. Water and Sanitation Specialist
TYPE OF CONTRACT	Contractual Position
DATE OF ISSUE	17 th October 2025
DUE DATE	31 st October 2025

BACKGROUND AND CONTEXT

Climate change is one of the greatest threats to Rwanda's development. This is why the Government has prioritized the green economy and an economic transformation that is environmentally sustainable and climate change as cross-cutting issues, and the Green Growth and Climate Resilience Strategy guided the Rwandan economy toward a climate resilient and low carbon development pathway. In 2020, Rwanda committed to an ambitious climate action plan, and Vision 2050 sets the goal for Rwanda to be carbon neutral by the middle of the century.

To finance the Green Growth and Climate Resilience Strategy and Rwanda's green growth ambitions, the Rwanda Green Fund was established.

The Fund is a ground-breaking environment and climate change investment fund that provides targeted financial and technical support to contribute to Rwanda's vision of becoming a carbon neutral and climate resilient economy.

The Fund has mobilized close to USD 250 million for 46 green investments in sustainable transport, renewable energy, green cities, and biodiversity conservation. As a result of these investments, 176,000 green jobs have been created, 88,000 households have been provided with access to off-grid clean energy, 126,000 tons of carbon dioxide equivalent emissions have been avoided, and 120,000 people have been supported to cope with the effects of climate change.

ABOUT THE PROJECT

Rwanda is highly vulnerable to climate change; facing increased incidences of droughts, floods, and landslides. Climate variability, especially heavy rainfall and temperature increases, has caused infrastructure damage, disrupted water management, and posed challenges to the growing urban population. The country is water-scarce, with a significant portion of the population lacking access to safe drinking water. Informal settlements, like those in Kigali, are particularly at risk due to poor infrastructure and high population density, exacerbating the challenges posed by climate change.

The Green City Kigali (GCK) project, located on Kinyinya Hill in Gasabo district, aims to address these issues by developing a sustainable urban community. The area, highly vulnerable to landslides, is set to become a model for affordable, climate-resilient housing and infrastructure development. The pilot phase includes upgrading the informal settlement at Ngaruyinka, a community with poor infrastructure and high climate vulnerability. The project's goal is to mitigate and adapt to climate change while creating a toolkit for future informal settlement upgrades across Rwanda.

The GCK project aligns with Rwanda's climate goals, supporting the reduction of greenhouse gas emissions through renewable energy initiatives and resilient infrastructure. It focuses on technical assistance to scale green construction practices and enhance institutional capacity. Through solar energy, water management, waste reduction, and low-emission construction methods, the project aims to create a replicable model for green urban development.

The project also integrates gender equality, recognizing the disproportionate impact of climate change on women. By promoting inclusive, sustainable, and low-emission urban development, the GCK contributes to several Sustainable Development Goals (SDGs), including climate action, clean energy, and reduced inequalities. Expected outcomes include a climate-resilient community, increased awareness of green practices, and a foundation for future low-carbon investments in urban areas.

1. Renewable Energy Specialist

Supervisor: Project Manager Ngaruyinka

Key Responsibilities

- **Technical Design & Standards**
 - Conduct energy demand assessments for households, schools/clinics, street lighting, public lighting and productive use.
 - Prepare concept designs, detailed designs, single-line diagrams, bill of quantities (BoQs), specifications, and drawings.
 - Ensure compliance with RURA/REG/EUCL codes, Rwanda Building Code, IEEE/IEC standards, electrical safety and lightning protection.
- **Clean Cooking & Thermal Energy**
 - Evaluate LPG/biogas/electric cooking/ICS options and develop transition pathways for households, including affordability mechanisms and behavior-change support.
 - Lead feasibility for biogas from sanitation/organic waste, including gas safety.
- **Procurement & Contract Management**
 - Prepare Terms of reference for recruitment of consultants to undertake feasibility studies, design, supervision, etc.
 - Prepare technical specifications, evaluation criteria, and vendor qualification requirements.
 - Support bid evaluations, factory acceptance tests (FAT), site acceptance tests (SAT), and warranties/O&M arrangements.
 - Validate Interim Payment Certificates (IPCs).
 - Manage defect liability closeout, handover documentation and all contracts pertaining to your position.
- **Construction Supervision & Quality Assurance**
 - Review, comment and recommend the approval of drawings and method statements produced by consultants and contractors.
 - Review weekly, monthly and quarterly progress report produced by consultants and contractors.
 - Review consultant & contractor's work plans.
 - Supervise installation tests and commissioning.
 - Ensure as-built documentation is provided and validated.
 - Enforce Occupational Health and Safety and Environment and Social Safeguard requirements.
 - Verify calibration/certifications.

- **Operations, O&M & Capacity Building**

- Develop or review O&M manuals, spare parts lists, preventive maintenance plans, and Service Level Agreements.
- Train local technicians and end-users.
- Set up community energy committees and customer service protocols.

Qualifications & Experience

- Master's in Renewable Energy, Electrical Engineering, or Energy Systems.
 - Minimum 5 years' experience in renewable energy projects, with proven expertise in solar PV and off-grid/mini-grid solutions.
 - Strong track record in project design, supervision, and community engagement.
 - Registration with a professional body is an asset.
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2. Road Engineer

Supervisor: Project Manager Ngaruyinka

Key Responsibilities

- **Surveys, Investigations & Design**
 - Oversee topographic surveys, geotechnical investigations, and traffic counts.
 - Prepare alignment, typical cross-sections, horizontal & vertical geometry, pavement structure, intersection treatments, and traffic calming.
 - Integrate sustainable urban design principle: swales, permeable pavements, detention, curb cuts; coordinate with drainage and WASH leads.
 - Prepare detailed drawings, BoQs, specifications, work methods and design reports.
 - Ensure adoption and use of low-carbon materials in road design and ensure inclusive design.
 - Oversee laboratory testing protocols and pavement design to ensure compliance with climate resilient road design principles.
 - Ensure the designs are integrated and aligned with Green City Kigali Pilot Project and overall Green City Kigali Masterplan.
- **Construction Supervision & Quality Control**
 - Review weekly, monthly and quarterly progress report produced by consultants and contractors.
 - Review consultant & contractor's work plans.
 - Supervise the design and construction of roads, streets, pathways, cycling and pedestrian walkways.
 - Supervise the design and construction of market, football pitch, TVET School and other associated community amenities.
 - Enforce traffic management plans, OHS, and other related ESM Plans.
 - Coordinate utility relocation (power, water, sewer, ICT).
- **Contract & Cost Management**
 - Prepare Terms of reference for recruitment of consultant to undertake feasibility studies, design, supervision, etc.
 - Manage the contracts and supervision of consultants and contractors.
 - Assist procurement and participate in bids evaluation.
 - Validate Interim Payment Certificates (IPCs) and measurement sheets.

- Manage variations and contractor's claims in collaboration with the supervising consultant.
- Manage defect liability closeout and handover documentation.

Qualifications & Experience

- Registration with Institution of Engineers in Rwanda required.
- Bachelor's or Master's in Civil/Highway/Transport Engineering
- Min. 10 years relevant and proven experience in urban road design and supervision for Bachelor holders
- Min 5 years relevant and proven experience in urban road design and supervision for Master holders
- Proficiency in Civil 3D or Open Roads Designer.
- Experience applying climate-resilient design principles in road infrastructure.

3. Water and Sanitation Specialist

Supervisor: Project Manager Ngaruyinka

Key Responsibilities

- **Design & Engineering Oversight**
 - Lead the design and preparation of technical drawings, specifications, and Bills of Quantities (BOQs) for water supply systems, sanitation facilities, and stormwater management infrastructure.
 - Conduct feasibility surveys, hydrologic and hydraulic analyses, and water quality assessments.
 - Conduct or review the design of nature-based stormwater solutions (such as swales, infiltration ponds, rain gardens) and integrate SUDS with street/open-space layouts in coordination with road designer.
 - Develop onsite sanitation and decentralized wastewater treatment systems (e.g., biogas digesters), including greywater reuse and safe sludge management.
 - Ensure integration of handwashing and hygiene facilities with gender- and disability-inclusive design.
- **Construction Supervision & Quality Assurance**
 - Supervise installation, start-up, testing, commissioning, and performance monitoring of WASH systems.
 - Monitor and inspect site works (such as excavation, pipe-laying, waterproofing, pressure/disinfection tests).
 - Review shop drawings, construction methodologies, and material submittals of water supply systems, sanitation facilities, and stormwater management infrastructure.
 - Ensure construction quality aligns with government guidelines and technical standards.
 - Review weekly, monthly and quarterly progress report produced by consultants and contractors.
 - Review consultant & contractor's work plans.
 - Measure completed works and maintain accurate records.
 - Support ESIA/ESMP processes and enforce occupational health and safety (OHS) measures.
- **Capacity Building & Community Engagement**
 - Identify training needs and implement capacity-building plans for volunteers, caretakers, and community members.
 - Conduct hygiene promotion activities and facilitate workshops, seminars, and stakeholder consultations.

- Establish linkages between local government, communities, and service providers to ensure long-term functionality and sustainability of WASH facilities.
- Develop and deliver O&M manuals, train community water committees and operators.

- **Procurement & Contract Management**

- Prepare Terms of reference for recruitment of consultant to undertake feasibility studies, design, supervision, etc.
- Manage the contracts and supervision of consultants and contractors.
- Prepare technical specifications, and evaluation criteria for WASH related activities.
- Assist in bid evaluations, supervise contractor performance, and validate Interim Payment Certificates (IPCs).
- Manage defect liability closeout and handover documentation.

Qualifications & Experience

- Bachelor's or Master's degree in Water Resources, Civil, Environmental Engineering, or related field.
- Min. 10 years relevant and proven experience in WASH planning, design and supervision for Bachelor holders
- Min 5 years relevant and proven experience in WASH planning, design and supervision for Master holders
- Strong understanding of Rwanda's WASH policies and standards (WASAC, RURA).
- Experience in integrating climate-resilient, nature-based solutions in WASH infrastructure.

APPLICATION PROCEDURE

To apply, please submit the relevant documents: your updated and signed Curriculum Vitae (CV), copies of academic certificates, proven working experience and one-page cover letter detailing why you are interested in the position you are applying for.

Please note that all applicants must apply using our online application system via <https://www.greenfund.rw/career/>

The deadline for submission of application is the **31st October 2025 at 5:00 PM Local time.**

In case of questions, please reach out to email: recruitment@greenfund.rw. For more information, kindly visit the Rwanda Green Fund website on <https://greenfund.rw/>.

Done at Kigali, on 16th October 2025,



Teddy MUGABO MPINGANZIMA
Chief Executive Officer
National Fund for Environment

