



JOB ADVERTISEMENT

Who we are:

Trinity Nyakabingo Mines Ltd is a Wolfram Mining Company, situated in Shyorongi Sector, Rulindo District, Northern Province. On its own behalf, the Management of Trinity Nyakabingo Mines Ltd informs the public that it recruits Competent, Qualified and Experienced Staff for the following various position:

SITE MAINTENANCE SUPERVISOR (1 POSITION)

- 1. Position/Job Title:** Site Maintenance Supervisor
- 2. Grade:** C3
- 3. Department:** Engineering
- 4. Reports To:** Civil Projects & Site Maintenance Engineer
- 5. Job Brief:** Site Maintenance Supervisor is responsible for coordinating and overseeing all construction activities on the mining site, ensuring that projects are executed safely, on time, and within budget. This role involves leading construction teams, managing materials and equipment, and ensuring that all construction tasks meet the Company's quality and safety standards. Strong leadership skills, effective planning and clear reporting are essential. Proficiency in using maintenance management software (CMMS) is desirable but not a requirement.
- 6. Responsibilities:** Site Maintenance Supervisor has the following responsibilities and duties:
 - i. Planning and Scheduling:**
 - Develop and implement detailed construction schedules, ensuring that all tasks are completed on time and within budget.

Trinity Nyakabingo Mine Ltd. Company Reg. N^o 100511011 Part of Trinity Metals Ltd
Shyorongi, Rulindo, Northern Province, P.O. Box 7149, Kigali-Rwanda | +250 789 312 308
www.trinity-metals.com | nyakabingo@trinity-metals.com





- Coordinate with other departments to ensure that construction activities align with overall project timelines and operational requirements.
 - Forecast material, equipment, and manpower needs, ensuring that resources are allocated efficiently.
- ii. Construction and Maintenance Oversight:**
- Oversee all construction activities, ensuring that structures and facilities are built to Company standards and comply with relevant safety regulations.
 - Ensure the maintenance and renovation of Company buildings and facilities, making sure they are kept in optimal condition.
- iii. Team Leadership and Supervision:**
- Lead, supervise, and mentor construction teams, ensuring that all construction activities are performed safely, efficiently, and meet quality standards.
 - Set clear goals and performance expectations for team members, conducting regular performance evaluations and providing feedback.
 - Foster a collaborative work environment, ensuring that teams work effectively together to achieve project goals.
 - Inspect construction sites and complete work to ensure adherence to design specifications and quality standards.
- vi. Materials and Equipment Management:**
- Ensure that all construction materials and equipment meet company standards for quality and cost-effectiveness.
 - Monitor material usage and inventory levels, ensuring that the right quantities and types of materials are available when needed.
 - Ensure that construction tools and equipment are properly maintained and in good working order.
- vii. Health & Safety Compliance:**
- Enforce compliance with health and safety regulations, Company policies and industry best practices on all construction projects.



xi. Ad-hoc Duties:

Perform any other duties related to construction and maintenance as assigned by the Supervisor or Management.

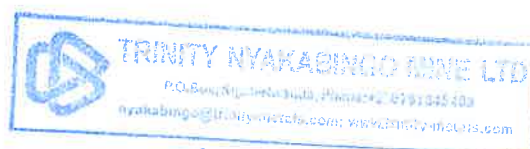
7. Job Requirements: The Site Maintenance Supervisor should have the following education, experience and skills:

- i. Bachelor's degree in civil engineering or other related fields from a recognized institution.
- ii. Relevant work experience and passing grade for fundamentals of engineering and principles and practice of engineering exam
- iii. At least 3 years' experience in a similar field
- iv. Supervisory skills.
- v. Excellent communication skills at least in English.
- vi. Teamwork skills.
- vii. Computer and Reporting skills.

Please submit the following documents in a single file attachment to the **e-mail** address: recruitment.nyakabingo@trinity-metals.com for Human Resources Office. Indicating which position, you are applying for and addressed to the General Manager of Trinity Nyakabingo Mine Ltd.

- i. Application letter/A cover letter setting out briefly the candidate's motivation and suitability for the position not more than 1 page,
- ii. A Curriculum Vitae- maximum 3 pages,
- iii. The name, position and contact number for **three references**, one of them being from your recent employer, preferably your direct Supervisor.
- iv. A copy of education and training certificates/diplomas/degrees
- v. Any pertinent recommendation letter that the candidate may wish to add.
- vi. A copy of relevant work certificates.
- vii. A copy of ID

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Applications Submission Deadline

The deadline for Application is **3rd June 2026**

The applications submitted after the deadline will not be considered.

Only short-listed candidates shall be contacted. For other inquiries, please contact HR Office on **+250791345409** during working hours

Done at Nyakabingo, on 21/5/2026.



Justin UWIRINGIYIMANA

General Manager of Trinity Nyakabingo Mine Ltd