

RwandAir Ltd is the flag carrier airline of Rwanda. It operates domestic and international services to East Africa, Central Africa, West Africa, Southern Africa, Europe and the Middle East from its main base at Kigali International Airport. Our mission is to provide unsurpassed, safe, and reliable services in air transportation, including strategically linking Rwanda with the outside world while ensuring a fair return on investment. As part of the expansion strategy, we are looking for interested, qualified, and competent candidates to fill the following position:

Job Title: Safety Specialist
Reports to: Safety Manager – Ground & Maintenance
Department: Compliance and Risk
Location: Kigali International Airport (KIA)

Job Purpose

The Ground Safety Officer is responsible for monitoring and coordinating safety activities in ground operations, cargo, and passenger handling. The role ensures hazards and occurrences are reported, investigated, and mitigated, supporting compliance and continuous improvement in ground operations safety.

1. Key Duties and Responsibilities:

- Monitor and coordinate all safety activities in ground, cargo, and passenger handling operations.
- Ensure hazards, incidents, and occurrences are reported and followed up.
- Conduct safety audits and inspections of ground handling activities and facilities.
- Assist in investigating ground operations occurrences, preparing reports, and recommending preventive actions.
- Support ground safety risk assessments and monitor corrective action implementation.
- Participate in accident and incident investigations in ground operations.
- Provide independent safety advice to the Safety Manager and Ground Operations leadership.
- Liaise with heads of departments on ground safety matters.
- Attend and contribute to Ground Operations Safety Action Group (GOSAG) meetings.
- Prepare ground safety performance reports and analysis for submission to the Safety Manager.

2. About You – Minimum Standard Qualifications;

Essential

- Certificate or Diploma in Safety Management Systems (SMS) or equivalent.
- Minimum 2 years' experience in airline ground operations.
- Sound knowledge of ground handling, passenger, and cargo procedures.
- Computer literacy with ability to use safety and reporting systems.

3. About You – Other Desired Competencies & Skills;

Technical Competencies:

Essential

- Safety Management Systems (SMS)
- Hazard Identification & Reporting
- Audit or Inspection Techniques
- Occurrence Investigation & Reporting
- Regulatory Knowledge (RCARs, ICAO, IATA ISAGO)



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Core Competencies:

- Communication & Collaboration
- Analytical & Problem-Solving Skills
- Interpersonal Skills & Teamwork
- Attention to Detail & Accuracy
- Integrity & Professionalism

4. How to Apply:

- An application letter addressed to the Chief HR & Administration Officer;
- Recent Curriculum Vitae;
- Copies of Notarized Degree/Diploma certificates
- Relevant certificates;
- Copies of academic papers;
- A photocopy of the Passport/National ID;
- Three referees

The deadline for submitting application documents (**Only PDF Format**) is **December 16, 2025**. Please apply via the link: <https://erecruitment.rwandair.com/>.