

**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:** Technical Training Manager  
**Reports to:** Director, Technical Services  
**Department:** Maintenance  
**Location:** Kigali International Airport

### **Job Purpose**

The Technical Training Manager is responsible for managing RwandAir's technical training requirements and coordinating the apprenticeship program to competence, regulatory compliance and development of continuous supply of talent to support RwandAir Technical. This role is critical in supporting staff development and compliance through the updated training, monitoring of staff training needs and coaching. Operating during a period of rapid growth and transformation, this role will lead the modernization of the airline's technical training processes, implement best practices in training, and inculcating a culture which aligns with organizational goals. Reporting to the Director Technical Services, this role plays a vital part in ensuring all staff in Technical meet the required competences to meet the evolving needs in the aviation workplace.

### **1. Key Duties and Responsibilities:**

#### **a) Operational**

- Develop and drives the maintenance apprenticeship program to ensure availability of talent to support all areas of Technical
- Develops training courses and materials with reference to agreed standards and processes them for necessary approvals. Administers such courses to staff
- Develops training plans for Technical in coordination with the respective section heads
- Responsible for approving all training requests from Technical Staff. Ensure that nominated staff fulfil all pre-requisites for the respective course.
- Maintains a confidential examination bank and administers approved examinations. Issues certificates as per approved procedures
- Responsible for identifying and outsourcing Technical Training courses where there is no inhouse capability of capacity.
- Develops and updates all procedures related to Technical training. Coordinates with Compliance & Safety for approvals where required.
- Supports all OJT and practical training requirements.
- Responsible for maintaining allocated classrooms, training facilities and equipment.
- Responsible for compiling, in coordination with all heads of sections, the Technical training budget
- Maintains, in coordination with the Administration lead, an updated record of all Technical Staff training, including due dates
- Responsible for calling out and conducting staff recurrent training and all other mandatory



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trainings called out by the authority

- Monitoring of regulatory changes, organization changes, procedure changes, audit findings, repetitive issues, maintenance issues and integrating them as part of the recurrent training.
- Responsible for security and confidentiality of all training materials, records and results of all examinations administered.
- When required by Compliance and Safety, becomes member of the assessment panels for maintenance and airworthiness staff authorisation issuance and renewals
- Responsible for SMS within the section. Ensures the company health and safety policy and statutory requirements are met in respect of staff and premises.
- Develops and trains Technical Training staff. Maintains staff training records and carries out competence assessments
- Perform other duties as assigned by Director, Technical Services.

**b) Strategic**

- Prepare projections and training requirements for all staff within Technical to ensure continued compliance with all regulatory requirements
- Identify developing trend in aircraft maintenance and airworthiness, develop and implement plans to ensure RwandAir remains compliant
- Identify courses which can be of both strategic and financial importance to RwandAir and implement approved courses

**c) Stakeholder Management**

- Liaise with heads of departments and HR Talent development .
- Coordinate with heads of sections within Technical for development of training materials s

**d) Management & Leadership**

- Lead a team of Instructors
- Develop Technical Training team competence in line with fleet complexity and regulatory changes.
- Promote a safety-first, solutions-driven culture with high accountability and communication standards.
- Support training, mentoring, and professional development, especially for national staff.
- Establish KPIs and performance standards for Technical Stores responsiveness and delivery standards.

**2. About You – Minimum Standard Qualifications;**

Bachelor's Degree in Aeronautical Engineering or equivalent technical discipline. OR Licensed Aircraft Engineer (EASA Part 66 or ICAO Type II) with appropriate aircraft type endorsements and 8 years experience.

**Essential**

- Minimum 8 years of experience in Technical Training , with at least 3 years in leadership/management position.
- Strong understanding of regulations (eg Part 145, part CAMO, Part 66, Part 147)
- Strong understanding of Aircraft Maintenance processes, staff certification procedures and training organization requirements.



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- Understanding of training requirements and organization
- Understanding of Safety Management Systems

**Preferred**

- Experience within an airline or MRO Technical Training.
- Familiarity with maintenance systems (e.g., AMOS, TRAX) and digital operations platforms.
- Knowledge of aircraft type operated by RwandAir

**3. About You – Other Desired Competencies & Skills;**

**Job Specific Skills:**

**Essential**

- Strong communication and coordination capabilities across multiple stakeholders.
- Knowledge of EASA/RCAA regulatory frameworks and maintenance data.
- Detail-oriented
- Fluent in English (French or Kinyarwanda is an asset).
- Sound Aeronautical and Airline background with detailed knowledge of modern aircraft and engine systems.
- Ability to plan and prioritise sequential completion of task and process for effective time management and revenue loss.
- Managerial skills - Ability to delegate work, set clear direction and manage workflow. Strong mentoring and coaching skills. Ability to train and develop subordinate's skills. Ability to foster teamwork among team members.

**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 **January 12, 2026**. Please apply via the link: <https://erecruitment.rwandair.com/>.