

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: Maintenance Planning Engineer
Reports to: Maintenance Planning Manager
Department: Maintenance & Engineering
Location: Kigali International Airport (KIA)

Job Purpose

The Maintenance Planning Engineer reports directly to the Maintenance Planning Manager. The Maintenance Planning Engineer is responsible for reviewing aircraft technical data and coordinating the development of maintenance instructions for the fleet. The Maintenance Planning Engineer is responsible for liaising with Approved Maintenance Organizations and operational departments to ensure the timely and efficient accomplishment of maintenance tasks. The Maintenance Planning Engineer conducts studies of the maintenance requirements, schedules the conducted of tasks, monitors the incorporation of the tasks and updates the planning software with the accomplishment information.

1. Key Duties and Responsibilities:

- Developing and updating the organization's maintenance plan that includes long-term, medium-term and short-term plans;
- Preparing maintenance work packages for the accomplishment of fleet maintenance;
- Planning for the accomplishment of heavy maintenance tasks and coordinating with all the departments involved in the accomplishment of the tasks;
- Create detailed job plans and Maintenance tasks cards that include step-by-step instructions, necessary safety procedures, materials, required specialized tools, and accurate estimates for labor hours etc.
- Providing the schedule of maintenance activities to all departments and ensuring that capability and availability of tooling for the planned work;
- Coordinate and communicate maintenance ground time needed for the for-Aircraft's maintenance activity with the maintenance team and Operations team.
- Participating in the planned maintenance meeting and providing details of the tasks to be accomplished;
- Reviewing the mandatory airworthiness instructions and ensuring the accomplishment of all mandatory requirements with the prescribed time;
- Ensuring accurate and correct update of aircraft status information in the computer software used for maintenance management ;
- Monitoring life-limited components and maintenance intervals to ensure that all maintenance is conducted within the prescribed time intervals;
- Reviewing, recommending and updating the maintenance program to ensure maintenance optimization while meeting the regulatory requirements;



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- Scheduling out-of-chase maintenance and coordinating with MCC and Approved Maintenance Organization on the accomplishment of the tasks
- Conducting work study and reporting on the accomplishment of heavy maintenance tasks and projects;
- Work closely with Procurement/Stores to ensure the timely identification, kitting, and staging of spare parts and materials (inventory management).
- Determine and coordinate the necessary resources, including the required personnel/crafts, tools, and external contractors.
- Coordinating Base maintenance checks with Approved maintenance organizations (AMO) or MRO.
- Ensure all maintenance plans and activities comply with relevant safety and regulatory standards.
- Requesting extensions where maintenance cannot be accomplished within the prescribed time periods;
- Updating of the planning software after accomplishment of planned work and changes incorporated during unscheduled maintenance;
- Monitoring and scheduling the accomplishment of mandatory and non-mandatory airworthiness tasks applicable to the fleet;
- Coordinating and supporting the conduct of aircraft modification and repairs;
- Monitor and analyze maintenance performance against the schedule and budget (e.g., task efficiency, turn-around time).
- Identify opportunities for optimization of the maintenance program and task intervals to improve fleet reliability and reduce cost.
- Junior Maintenance Planners, Engineers, and cross-functional team members.

2. About You – Minimum Standard Qualifications;

Essential

- Have at least 5 years' experience in continuing airworthiness management of aircraft.
- Have an engineering degree in any of the following disciplines: aeronautical, avionics, mechanical, electrical or electronics or related field of studies in engineering.

3. About You – Other Desired Competencies & Skills;

Essential

- Effective communication to liaise between maintenance technicians, operations personnel, engineering, and supply chain teams.
- The regulations and standards applicable to the airworthiness of aircraft authorized to operate under the AOC;
- Excellent time management, attention to detail, and the ability to manage complex schedules and multiple priorities.
- Effective communication to liaise between maintenance technicians, operations personnel, engineering, and supply chain teams.
- The procedures related to continuous airworthiness management;
- The relevant parts of the AOC holder's operations manual that have continuing airworthiness implications for aircraft authorized to operate under the AOC;
- The maintenance and engineering quality system;
- Computer skills.



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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 **March 06, 2026**. Please apply via the link: <https://erecruitment.rwandair.com/>.