

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: Finance Officer – Cargo Revenue
Reports to: Manager Cargo Revenue
Department: Finance
Location: Kigali International Airport

Job Purpose

The Finance Officer – Cargo Revenue is responsible for ensuring the accuracy, completeness, and timely accounting of cargo revenue generated by the airline. The role supports revenue integrity through reconciliation, billing verification, revenue accounting, reporting, and compliance with company policies and applicable accounting standards. The incumbent works closely with Cargo Commercial, Operations, Sales, and other Finance teams to maximize revenue collection and minimize revenue leakage.

1. Key Duties and Responsibilities:

Cargo Revenue Accounting

- Record and account for cargo revenue in accordance with company policies and applicable accounting standards.
- Ensure accurate recognition of cargo revenue from domestic and international operations.
- Reconcile cargo sales, airway bills (AWBs), and revenue transactions between operational and financial systems.
- Monitor revenue postings and resolve discrepancies in a timely manner.

Revenue Reconciliation and Control

- Perform daily, weekly, and monthly reconciliations of cargo revenue.
- Investigate and resolve billing discrepancies, revenue mismatches, and unreported transactions.
- Identify and report revenue leakage risks and recommend corrective actions.
- Ensure completeness and accuracy of revenue data before month-end closing.

Billing and Settlement

- Verify cargo invoices, customer billings, and credit notes for accuracy.
- Monitor outstanding cargo receivables and coordinate with relevant departments to facilitate collections.
- Support settlement processes with interline partners, freight forwarders, and cargo agents.

- Ensure compliance with applicable IATA cargo settlement procedures where relevant.

Financial Reporting

- Prepare periodic cargo revenue reports, analysis, and management dashboards.
- Analyze cargo revenue trends, yield performance, and variances against budgets and forecasts.
- Provide management with timely and accurate financial information to support decision-making.

Compliance and Internal Controls

- Ensure compliance with internal controls, financial policies, and regulatory requirements.
- Maintain proper documentation supporting cargo revenue transactions.
- Assist in internal and external audits by providing required schedules and supporting documentation.
- Recommend improvements to cargo revenue processes and internal controls.

Systems and Process Improvement

- Utilize airline cargo management and financial systems efficiently.
- Participate in automation and continuous improvement initiatives relating to cargo revenue accounting.
- Support system testing and implementation of new finance or cargo applications where required.

Other Responsibilities

- Support month-end and year-end financial closing activities.
- Perform any other duties assigned by the Manager – Cargo Revenue.

2. QUALIFICATIONS, EXPERIENCE & SKILLS:

Qualifications and Experience:

- Bachelor's degree in Accounting, Finance, Commerce, Business Administration, or a related field.
- Professional accounting qualification (ACCA, CPA, CIMA, or equivalent) is an added advantage.
- Minimum of 3–5 years of relevant experience in finance, revenue accounting, or cargo finance within the aviation, logistics, or transportation industry.
- Experience with airline cargo revenue accounting systems is highly desirable.

Essential

Job Specific Skills

- Strong understanding of revenue accounting principles and financial reporting.
- Knowledge of airline cargo operations and cargo revenue processes.
- Familiarity with IATA cargo standards and settlement processes is an advantage.
- Proficiency in ERP systems (e.g., SAP, Oracle, Microsoft Dynamics) and Microsoft Excel.
- Strong analytical, reconciliation, and problem-solving skills.
- High attention to detail and accuracy.
- Excellent communication and interpersonal skills.

3. 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 **August 05, 2026**. Please apply via the link: <https://erecruitment.rwandair.com/>.