

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: Driver
Reports to: Driver Team Leader
Department: Logistics, HR & ADMIN
Duty Station: Kigali International Airport (KIA)

Job Purpose

The Driver is responsible for providing safe, reliable, and professional transportation for RwandAir staff, guests, and authorized passengers to and from Kigali International Airport and other designated locations. The role ensures company vehicles are well-maintained and operated in full compliance with traffic laws and company standards, while delivering a high level of customer service that reflects positively on RwandAir's image.

1. Key Duties and Responsibilities:

- Drive company vehicles, ensuring safety, comfort, punctuality and compliance with traffic laws and regulations.
- Drive company vehicle on scheduled routes to transport individuals to and from the airport and other desired locations;
- Keep company vehicles clean and in good condition at all times;
- Maintain per day, mileage and vehicle maintenance;
- Drive as assigned route to transport individuals to and from various human service locations, work sites, educational institutions, medical facilities, grocery stores, drug stores, and other places;
- Assist passengers in getting in and out of vehicles and other courtesies;
- Represent and uphold company image, ensuring customer satisfaction;
- Adhere to all traffic laws and other regulations;
- Plan routes by studying scheduled crew roaster or ad hoc requests by head Office and guests;
- Fulfil special requests of the office by picking up and delivering items and couriers as directed;
- Perform any other duty assigned by the supervisor

2. Desired Profile: Required education, Experience, and Abilities

- Secondary A 'Level Certificate;
- Proven minimum of 3 years' experience in driving and below 35 years old.
- Driving License with B and D Category
- Attention to detail and accuracy
- Flexibility and adaptability
- Customer service oriented
- Excellent communication, interpersonal & presentation skills with fluency in English or French is an added advantage.

How to Apply:

- An application letter addressed to the Chief HR & Administration Officer;
- Recent Curriculum Vitae;
- Relevant certificates;
- A photocopy of the national identity card;
- Three referees

The deadline for submitting application documents is **September 4, 2026**. Please apply via the link:
<https://erecruitment.rwandair.com/>.

NB: Only shortlisted candidates will be contacted.