

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: Distribution & Leisure Analyst
Reports to: Distribution & Leisure Specialist
Department: Commercial
Location: Kigali International Airport – Town Office

Job Purpose

To provide analytical, reporting and operational support for RwandAir's distribution and leisure activities through the monitoring of channel performance, booking trends, distribution costs, partner production and market developments.

The role supports commercial decision-making by providing accurate data and insights while assisting with the implementation and monitoring of distribution initiatives and leisure partnerships.

1. Key Duties and Responsibilities:

Operational

- Monitor sales and booking performance across GDS, NDC, direct, OTA and other distribution channels.
- Analyse channel mix, booking volumes, revenue contribution, transaction trends and distribution costs.
- Monitor fare and content availability across distribution channels and escalate identified discrepancies.
- Support investigation of booking, availability, fare display, ticketing and distribution-related issues.
- Track NDC adoption and performance and prepare regular progress reports.
- Maintain distribution performance dashboards and databases.
- Monitor competitor distribution activity and emerging industry developments.
- Track production from tour operators, OTAs, wholesalers, consolidators and other leisure partners.
- Analyse leisure booking trends by market, destination, season, channel and partner.
- Identify underperforming and high-potential leisure partners for management attention.
- Support analysis of seasonal and destination-specific leisure opportunities.
- Assist in evaluating the performance of leisure campaigns, packages and partnerships.
- Prepare weekly, monthly and ad hoc distribution and leisure performance reports.
- Develop dashboards and analytical reports to support commercial decision-making.
- Assist with business cases for new distribution initiatives, technologies and leisure partnerships.
- Support reconciliation and validation of distribution-related commercial data.
- Track agreed KPIs and highlight significant performance variances.
- Provide data and analysis required for commercial performance reviews.



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- Support onboarding and administration of distribution and leisure partners.
- Maintain accurate records of partner agreements, commercial terms and performance.
- Coordinate with internal departments to support resolution of distribution-related issues.
- Assist with testing and implementation of new distribution functionality and commercial initiatives.
- Provide analytical support to the Distribution & Leisure Specialist and management as required.

2. About You – Minimum Standard Qualifications;

Essential

- Bachelor's degree in Business Administration, Economics, Statistics, Data Analytics, Commerce, Marketing, Tourism, Aviation Management, Information Systems or a related field.
- Minimum 2 years of relevant experience in commercial analysis, airline distribution, travel, tourism, ecommerce, sales analysis or a related field.
- Strong numerical and analytical skills.
- Good proficiency in Microsoft Excel and PowerPoint.
- Ability to analyse large datasets and translate findings into clear commercial insights.
- Good communication and organisational skills.

3. About You – Other Desired Competencies & Skills;

Job Specific Skills:

Essential

- Exposure to airline GDS, NDC, reservation, ticketing or distribution environments.
- Experience using BI and data visualisation tools such as Power BI.
- Knowledge of airline commercial metrics and distribution economics.
- Exposure to OTAs, tour operators, travel agencies or other leisure channels.
- Relevant IATA or airline industry training.

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 **September 18th, 2026**. Please apply via the link: <https://erecruitment.rwandair.com/>.