

**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:** Flight Safety Specialist  
**Reports to:** Manager Flight Operations Quality & Safety  
**Department:** Compliance & Risk – Safety  
**Location:** Kigali International Airport (KIA)

#### **Job Purpose**

Supports the Flight Safety Program through monitoring safety reports, assisting in investigations, and promoting proactive safety culture within Flight Operations.

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

- Collect, screen, and analyze safety reports from flight operations personnel.
- Maintain and update the hazard and occurrence database.
- Support risk assessments for operational changes and new procedures.
- Prepare safety performance data, metrics, and trend analyses.
- Contribute to safety promotion through safety briefings and publications.
- Assist in Flight Ops safety investigations, supporting root cause analysis.
- Provide administrative and analytical support for FOSAG meetings.

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

##### **Essential**

- Bachelor's degree in aviation, safety, or ICAO license holder.
- Minimum 2 years' experience in flight operations, dispatch, or cabin crew roles.
- Training in SMS fundamentals.

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

##### **Essential**

- Knowledge of safety operations and reporting systems.
- Analytical and investigative abilities.
- Strong teamwork and communication skills.
- Confidentiality and integrity in handling safety data.

#### **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 **December 26, 2025**. Please apply via the link: <https://erecruitment.rwandair.com/>.