OFFICE OF THE COORDINATOR

ANNOUNCEMENT FOR FINAL RESULTS

To all candidates who applied for the job position of Short Term Translation and Transcription Officers at the Collaboration for Evidence-based Healthcare and Public Health in Africa (CEBHA+) Project as advertised by the University of Rwanda at UR *Announcement website*.

University of Rwanda - Single Implementation Unit (UR-SPIU) wishes to inform candidates who applied for the position of **Short Term Translation and Transcription Officers** under the CEBHA+ project, the deadline for submission of the applications was fixed on 10th November 2019 at 5:00PM.
The written exams were scheduled **5th December 2019 at 9:00am** and oral interview exam was scheduled on **Thursday 18 December 2019** at SPIU Office-Kicukiro / Former School of Public Health.

In this regards, UR-SPIU is hereby publishing the results of the **written and oral interview Exams** as indicated in below table:
Results for recruitment of Short Term Translation and Transcription Officers

S/n	Names	Written Exam / 50	Oral Interview Exam / 50	Total %	Decision
1	UWERA Honorine	43	39.5	82.5	Recommended for next step of contract negotiation
2	NSHIMIYIMANA Project	41.5	38.5	80.0	Recommended for next step of contract negotiation
3	HAGENIMANA Jean Pierre	42.5	36.5	79.0	Recommended for next step of contract negotiation
4	IKIREZI Aline	43	35	78.0	Recommended for next step of contract negotiation
5	TUYISABE Cyprien	39.5	33	72.5	Not Selected
6	UMURUNGI Aimée Delphine	44.5	Did not attend	NA	NA
7	NTEZIRYAYO Théoneste	31	Did not attend	NA	NA

Contracts negotiation is scheduled on **Monday 30th December 2019, 10h00am** at UR-SPIU Kicukiro Campus.

Done at Kigali, on 23th December 2019

Immaculate Bugingo
Coordinator
Single Projects Implementation Unit (SPIU)
University of Rwanda
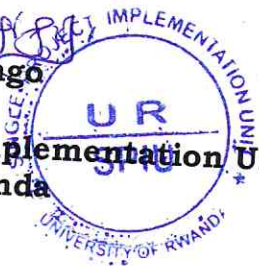
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ANNOUNCEMENT FOR WRITTEN EXAM RESULTS FOR THE POSITIONS OF FINANCIAL SPECIALIST, PROCUREMENT SPECIALIST, DATA MANAGEMENT OFFICER AND DRIVER UNDER UR – SWEDEN PROGRAM.

The University Rwanda-Single Project Implementation Unit (UR-SPIU) wishes to inform candidates who sat for written exams on Thursday, 28 November 2019 that results are as indicated below:

FINANCIAL SPECIALIST

N/S	NAMES	MARKS/50	RECOMMENDED/NOT RECOMMENED FOR INTERVIEW
1	SONGA Francois	**34**	**Recommended for interview**
2	NKURUNZIZA Serge	**26**	**Recommended for interview**
3	NIYONSHUTI Jean Paul	21	Not recommended for interview
4	NDAYISENGA Jadon Theoneste	20.5	Not recommended for interview
5	DUSABE Dina	19.5	Not recommended for interview
6	NDAHUNGA Primien	18	Not recommended for interview
7	RUTAYISIRE Jean Pierre	17	Not recommended for interview
8	HAKIZIMANA Elie	17	Not recommended for interview
9	NIYONAMBAZA Jean Paul	15	Not recommended for interview
10	NSANZIMIHIGO Thierry	10	Not recommended for interview
11	HABIMANA Cyprien	10	Not recommended for interview

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PROCUREMENT SPECIALIST

N/S	NAMES	MARKS/50	RECOMMENDED FOR INTERVIEW
1	UWAJENEZA Christine	30.5	Recommended for interview
2	MBARAGA Eudence	30	Recommended for interview
3	MUSHIMIYIMANA Heredion	25	Recommended for interview
4	ABATESI Suzan	20	Not recommended for interview

DATA MANAGEMENT OFFICER

N/S	NAMES	MARKS/100	RECOMMENDED FOR INTERVIEW
1	MUNYAKAYANZA Philbert	77	Recommended for interview
2	BENIMANA Emile	40	Not recommended for interview
3	YANKURIJE Monique	30	Not recommended for interview
4	DUKUZUMUREMYI Albert	28	Not recommended for interview

DRIVER

N/S	NAMES	MARKS/50	RECOMMENDED FOR INTERVIEW
1	UWITIJE Anias	46.25	Recommended for interview
2	NKURUNZIZA Emmanuel	30	Recommended for interview

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Interviews for all successful candidates are scheduled on **Monday 30th December 2019 at 9: 00 am,** UR-SPIU Offices in Kicukiro Campus, former School of Public Health.

Done at Kigali, on 23rd December, 2019.

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Coordinator
Single Project Implementation Unit (SPIU)
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OFFICE OF THE COORDINATOR

JOB ANNOUNCEMENT

The University of Rwanda is a Public Institution of Higher Learning committed to support the development of the country through the generation and advancement of knowledge and innovation among other core activities. In that regard, the University Rwanda- Single Project Implementation Unit (UR-SPIU) is coordinating the implementation of four (4) African Centers of Excellence (ACEs) under the Eastern and Southern African Higher Education Centers of Excellence Project funded by World Bank.

To ensure optimal functioning of ACEs, UR-SPIU calls for qualified and motivated candidate to apply on the following positions for the period of one year renewable based on performance.

ADMINISTRATORS FOR POSTGRADUATE STUDIES AND RESEARCH (3 POSITIONS)

Duties and responsibilities

The incumbent will be required to:

- Provide a high level of support for the postgraduate and in-service students under the ACEs including but not limited to acting as the first point of contact for initial enquiries;
- Provide advice and support to applicants throughout the admission process;
- Ensure the quick and accurate processing of applications;
- Maintain the admission database and proper recording;
- Arrange interviews for applicants to the ACEs programs/courses;
- Support the Head of Teaching and Learning and Head of Research in day to day management of Masters and PhD programs;
- Process and maintain the database related to the postgraduate and short-course students including personal details, academic and research records among others;
- Assist the Head of Teaching and Learning and Head of research in marketing and promotional activities for postgraduate studies and all activities related to PG studies;
- Assist the Head of Research in the administration of research activities;
- Perform any related tasks as may be assigned.

Qualification and required skills

- Master's degree in Education, Social Sciences, Economics, Public Administration and other related fields with 3 years of experience or Bachelor's degree in the above subjects with 5 years of experience;
- Experience of three years in higher education will be an added value;
- Computer literacy with very good knowledge of MS Office (Word, Excel, Access and Power Point etc).
- Excellent communication (both oral and written) in English is a must;
- Teamwork and promptness in performing assigned tasks.

APPLICATION PROCEDURE:

Interested and qualified candidates should submit their applications online to the **infospiu@ur.ac.rw** and with a copy to **urspiucoor@gmail.com** .The title of the position should be clearly indicated and application file must be a single PDF file and should contain the following documents:

1. Application letter in English addressed to UR-SPIU Coordinator
2. A detailed Curriculum Vital
3. A copy of academic degree and academic transcript
4. A copy of proof of previous relevant experience
5. A copy of ID or passport

The deadline for submission of the application is set on 3rd January 2020. Only shortlisted candidates will be required to sit for written test.

Done at Kigali on 24 December 2019

Immaculate BUGINGO
Coordinator
Single Project Implementation Unit (SPIU)
University of Rwanda