



**NATIONAL AGRICULTURAL
EXPORT DEVELOPMENT BOARD**



Republic of Rwanda

**JOB ADVERTISEMENT
NAEB VACANT POSITIONS FOR RECRUITMENT**

The National Agricultural Export Development Board (NAEB) would like to recruit self-motivated and qualified candidates to fill the following position

Post	Job Profile	Job Description	Key Competences
Coffee Quality Assurance and Regulation Specialist (Re-advertised)	<ul style="list-style-type: none"> Bachelor's degree in Food technology, chemistry, Microbiology and chemistry with minimum of five (5) years working experience in food quality control Or MSc in Food technology, chemistry, Microbiology and chemistry with minimum of three (3) years working experience in food quality control. 	<p>Under the direct supervision of the Division Manager, QA and regulatory, the Coffee Quality Assurance and Regulation Specialist will perform the following duties & Responsibilities:</p> <ul style="list-style-type: none"> Supporting in establishing and executing NAEB's coffee quality procedures, standards and systems; Supporting and conducting training programs on coffee safety, phytosanitary and regulatory compliance. Assessing the functionality of new and existing equipment for coffee quality analysis; Collaborating with relevant stakeholders to develop and implement coffee handling standards; 	<ul style="list-style-type: none"> Knowledge of challenges that affect the quality of coffee from the field up to the cup; Good communication skills both verbal and writing in Kinyarwanda, English and French; Previous work with the coffee value chain will be an added value; Team work spirit; Fluent in English and/or French.

Post	Job Profile	Job Description	Key Competences
		<ul style="list-style-type: none"> Supporting in investigations and troubleshooting of quality, safety and regulatory issues arising from coffee producers up to the exporters' gates; Compiling and reporting on coffee quality metrics, audit data, customer feedback, regulator and workgroup input. Establishing and executing standards, conducting capacity buildings and issue of coffee quality compliance reports 	

HOW TO APPLY

The Job Title should be the subject of the email. The motivation letter of interested candidates accompanied by detailed CV with at least three referees, Photocopy of degree, certificates of related job requirements, and national identity card should be submitted to NAEB E-mail: recruitment@naeb.gov.rw and copy to m.elisa@naeb.gov.rw not later than Friday 13th January 2023 at 3:00 PM.



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Chief Finance Officer



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