

**CALL FOR APPLICATIONS TO BECOME A CANDIDATE FOR TVET TRAINER  
CERTIFICATION TRAINING PROGRAM 2023-2024**

**Kigali 01 June, 2023**

Rwanda TVET Trainer Institute (RTTI) is an institute that was established with the Government of Rwanda in partnership with the Republic of Korea through Korea International Cooperation Agency (KOICA), with the aim for capacity building of the in-service TVET Trainers to equip them with relevant pedagogical knowledge and skills in order to improve the quality of TVET delivery. RTTI, currently operating under the management of Rwanda Polytechnic (RP), through KOICA's project called TQUM, has the target to capacitate 1,800 TVET Trainers to become certified TVET Trainers.

Rwanda Polytechnic (RP) in collaboration with Rwanda TVET Board (RTB) is calling for applications to enrol in the training program of **RTTI's TVET Trainer Certificate Program** which will start in August 2023 in all Provinces of Rwanda and the City of Kigali.

**I. REQUIREMENTS**

**To meet the selection criteria, the applicant must:**

- Be employed as a trainer in a TVET School;
- Be registered in TVET Management Portal as a trainer/ DOS of a TVET school;
- Have good communication in English;
- Have basic ICT Skills (Internet, Microsoft Office: MS Word, MS Excel, MS PowerPoint);
- Having a Digital Skills Passport Certificate will be an advantage.

**II. APPLICATION PROCEDURE**

Interested candidates should submit the full digitally filled application form found on the following link <https://docs.google.com/forms/d/e/1FAIpQLSfh2u7YSxbMSmgfAtWZKYRceFpZOp7C8d0H5EN83fSJhBC2A/viewform?usp=sharing> **Not later than 12<sup>th</sup> June 2023**, together with a:

- Copy of the qualification certificate;
- A CV of not more than 3 pages;
- Copy of ID/Passport;
- Copy of Digital Skills Passport Certificate;
- Recommendation Letter given by the school manager of his/her school allowing the trainer to attend the program, and indicating levels in which he/she is teaching;
- Service Certificate/To whom it may concern/proof of current employment as a DOS and/or a Teacher/Trainer;
- Letter of interest expressing the commitment to attend, complete the training and be certified.

*Note: When you encounter difficulties with the application, please contact **Mr. Aimable NZABIRINDA** at 0783164357/0781704626; Email: [aimable1.tqum@gmail.com](mailto:aimable1.tqum@gmail.com)*

**Prof. Richard MUSABE**  
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