

RWANDA MEDICAL AND DENTAL COUNCIL

P.O Box: 7496 KIGALI, RWANDA

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ORDRE DES MEDECINS ET DES DENTISTES
DU RWANDA

E-mail: info@rmdc.rw

Website: www.rmdc.rw

JOB VACANCIES ANNOUNCEMENT

1. LEGAL ADVISOR

The Rwanda Medical and Dental Council is seeking for qualified candidates on **full time basis for Legal Advisor position** to provide accurate legal advice to the RMDC organs.

KNOWLEDGE & SKILLS FOR THIS JOB

- Bachelor's/Master's degree in Law, with significant post-qualification experience, gained in a such field or similar background;
- At least five years of experience as legal advisor
- Excellent communication skills, both written and oral;
- Language: English, French and Kinyarwanda
- Excellent computer skills
- Excellent drafting skills (including experience of drafting statutory instruments desirable);
- Experience in interpreting legislation into practical application;
- Experience in training and communicating legal requirements and procedures;
- Diplomatic and robust personality;

Interested candidates should submit the following documents to the Secretariat of Rwanda Medical and Dental Council in sealed envelope by December 8, 2016 at 17h00:

1. Application letter addressed to the Chairman of RMDC,
2. Curriculum Vitae
3. Certified Copy of academic degree(s)
4. Professional Certificate (Attestation de service rendu)

Late applications will be rejected and only shortlisted candidates will be contacted for written and interview.

2. CONSULTANCY SERVICE AGREEMENT FOR DEVELOPMENT OF THE STANDARD OPERATING PROCEDURES OF RWANDA MEDICAL AND DENTAL COUNCIL.

The Rwanda Medical and Dental Council hereby invites interested and experienced companies to conduct consultancy services for development of the standard operating procedures of Rwanda Medical and Dental Council.

Well printed quotations written in English for technical and financial proposals properly bound, in sealed envelope must be submitted to the Secretariat of the Rwanda Medical and Dental Council before **6th December 2016 at 17:00 pm.**

Detailed information about the quotation may be obtained from the Secretariat of Rwanda Medical and Dental Council Secretariat located in Remera opposite Remera Adventist Church, Telephone number : +250 788 388 452.

Done at Kigali, November 25, 2016

Dr. RUDAKEMWA Emmanuel
Chairman
Rwanda Medical and Dental Council

P.O.
[Signature]

via-chairman
DR BIRINDIZO J-cla

