

JOB ADVERTISEMENT.

Rwanda Interlink Transport Company Ltd (RITCO) would like to recruit staff for the following vacant post.

POST: BOOKING CLERKS (4).

Key Duties and Responsibilities.

- Collection of money from bus passengers.
- Customer services including telephone information on routes and services.
- Handling customer complaints and providing information in accordance with RITCO code of Conduct.
- Performing any other duties as assigned by the accountant or CFO.
- Keep safely POS machine.

Job profile of a Booking clerk

- A high school Diploma.
- Ability to handle multiple requests and process each request with accuracy.
- Be able to operate the applications used in booking operations
- Able to speak and read French, English and Kinyarwanda.

Notes: Being a sales agent in bus ticketing is an added advantage.

Interested candidates are requested to submit their application letters together with detailed CVs, academic certificates and copy of ID at recruitment@ritco.rw not later than **Tuesday 21 January, 2025 at 5:00 PM**. Only candidates who meet the above requirements will be shortlisted.

Done at Kigali, Tuesday 14 January 2025.


NKUSI Godfrey
Chief Executive Officer

