

- ✓ Electric Security Fences
- ✓ Access Control Systems
- ✓ Home & Office Security
- ✓ Security Services
- ✓ Manual Alarm System



- ✓ Automatic Gates
- ✓ Automatic Alarm Systems
- ✓ C.C.T.V Services
- ✓ Unarmed Guards Services
- ✓ Guards Services
- ✓ Courier Services

Ref: 96.../TSI/10/2025
Kigali, 15th October, 2025

JOB ANNOUNCEMENT

The management of TOP SEC INVESTMENTS LTD would like to recruit **"CONTROLLER"** in company.

CORE DUTIES AND RESPONSIBILITIES

1. Operators constantly monitor surveillance equipment, such as CCTV cameras and alarms, to detect any security breaches or unusual activity.
2. Controllers promptly respond to alarms and security alerts, assessing the situation and deciding on the appropriate course of action.
3. They act as the central hub for communication, dispatching on-site security officers and other personnel to respond to incidents.
4. They manage **radio and telephone systems** to maintain clear communication with security officers or any others in the field.
5. Controllers document incidents thoroughly and prepare reports for clients and senior management.

Requirements

- ❖ To be Rwandan by nationality,
- ❖ To have a valid criminal record,
- ❖ Having Senior Six in one of (English, French, Kinyarwanda and Kiswahili)
- ❖ Having computer skills is a must.
- ❖ Having Bachelor's degree (A0): in any field,
- ❖ **Having knowledge about security industry is an advantage.**
- ❖ Age between 20 to 30 years,

Dead line of submission: Tuesday, 22nd October, 2025 at 17PM

Written exam and interview: Thursday, 24th October, 2025 for shortlisted candidates at 10:00 am

View of submission (hard documents): TOP SEC INVESTMENTS LTD head office, located at KIGALI, GASABO, KIMIHURURA, 0788304489.

Kigali on 15th October, 2025

MBABAZI Mathias
Managing Director

