

Job Title: Project Manager

Location: Rwanda

Job Type: Full-Time

About NjordFrey:

NjordFrey is an early stage start up at the forefront of deploying sustainable aquaponic farming solutions across Rwanda to address food security and enhance livelihoods in underserved communities. As we grow, we are undertaking new and exciting projects across the country and looking for proactive talented individuals to deliver and contribute to the company's growth.

Role Summary:

We are seeking a highly motivated and experienced Project Manager to deliver new projects that we are undertaking. As we grow, we are continually tendering and securing new external projects e.g., deploying new aquaponic kits for training purposes, while also developing new internal R&D projects e.g., developing additional features for our digital monitoring system, that offers an exciting range of projects to deliver.

The Project Manager will be responsible for the day-to-day management of various project activities, ensuring successful project delivery within scope, budget, and timelines.

Key Responsibilities:

- **Project Planning and Execution:** Develop and maintain comprehensive project plans. Coordinate and oversee all project activities, ensuring milestones and deliverables are achieved as per the project schedule.
- **Stakeholder Management:** Serve as the primary point of contact for project stakeholders. Facilitate effective communication and collaboration among all parties involved.
- **Budget Management:** Monitor project budgets, ensuring all expenditures are within the allocated budgets. Prepare financial reports and forecasts as required.
- **Risk Management:** Identify potential project risks and issues, developing and implementing mitigation strategies to minimise impact on project objectives.
- **Reporting and Documentation:** Prepare and submit regular project progress reports. Ensure all project documentation is accurate and up-to-date.
- **Team Leadership:** Lead and motivate the project team, fostering a collaborative work environment. Address any team-related issues promptly and effectively.
- **Compliance and Quality Assurance:** Ensure the project complies with all relevant regulations and standards. Implement quality assurance processes to maintain high standards of project delivery.
- **Aquaponic System Development:** In addition to external projects, the role offers further development projects to improve performance of the current aquaponic system.
- **Training & Staff Development:** Train and develop an Assistant PM that is assigned to the company.

Qualifications:

- Bachelor's degree in Project Management, Business Administration, Engineering, or a related field.
- A minimum of 5 years of project management experience, preferably in agriculture, renewable energy, infrastructure, or related sectors.
- Proven track record of managing complex projects, ideally within an international development context.
- Strong leadership and team management skills.
- Excellent communication and stakeholder management abilities.
- Proficient in project management software and tools.
- Familiarity with the Rwandan context and experience working in East Africa is highly desirable.
- Fluency in English is required; knowledge of Kinyarwanda is desired.

What We Offer:

- An opportunity to lead groundbreaking projects that will have a significant impact on rural communities in Rwanda.
- A dynamic and supportive work environment with a team committed to innovation and sustainability.
- Opportunities for professional development and growth.

How to Apply:

To apply, please submit your application via [this application form](#) and include:

- Your CV (2-page max)
- A brief cover letter explaining your interest in this role and any relevant experience

NjordFrey is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Please note that NjordFrey will conduct a work reference and criminal record check for the successful candidate.

All the best with your application and we look forward to hearing from you.