

UNIVERSITY OF TECHNOLOGY AND ARTS OF BYUMBA
OFFICE OF THE VICE CHANCELLOR / CABINET DU RECTEUR



University of Technology and Arts of Byumba
Post. Box: 25, Byumba, Gicumbi District
Northern Province, Republic of Rwanda
Phone: +250 - 789 350 053
Email: info@utab.ac.rw
Web: www.utab.ac.rw

CALL FOR APPLICATIONS: CONSULTING SERVICES

University of Technology and Arts of Byumba (TAB) is a fully accredited community-based university. It started as Institut Polytechnique de Byumba (IPB) and began teaching on 26th January 2006 in Byumba Sector, Gicumbi District, Northern Province, Rwanda. On 20th December 2015, IPB upgraded from the status of institute to that of university under the name of University of Technology and Arts of Byumba (UTAB).

Currently, UTAB runs three faculties fully accredited by HEC. These include the Faculty of Social Sciences, Management and Development Studies (SSMDS), the Faculty of Education, and the Faculty of Agriculture, Environmental Management and Renewable Energy (FAEMRE). In addition, UTAB has Distance and Open Learning facility (DOLF) located in Gatsibo District, Kiramuruzi Sector.

Terms of reference for Expert in Learning and Development of Training Programmes

UTAB would like to hire expert (s) to conduct the studies related to the Centre of Excellence in Agriculture and Gastronomy. The project is located in Gicumbi District Northern Rwanda, and successful Candidate (s) is/are expected to carry out the following activities:

1. To elaborate a detailed implementation plan as well as training plan, information on timing and duration of planned trainings, curricula in existence (or to be developed), number of planned training cycles, trainers' availability, and other related data.
2. To elaborate a detailed analysis of the market demand for graduates of the proposed training Centre's various training courses (survey)
3. To elaborate a business plan of the Centre of Excellence in Agriculture and Gastronomy
4. Market Landscape / Supply and Demand Analysis of the Centre of Excellence in Agriculture and Gastronomy
5. To elaborate a risk analysis of the Centre of Excellence in Agriculture and Gastronomy

Minimum qualification

1. Registered individual Consultant or Company under RDB
2. Registered in Rwanda Association of Professional Environmental Practitioners (RAPEP) is an added value
3. Having at least Masters in the following domains: Education Planning and Management, Business Administration, Economics, Development Studies, Project Development or related field with at least 5 years of proven consultancy experience. A PhD in the same or related areas as above with at least 3 years of proven experience is an added value.

Duration of the assignment:

Starting date: 08/11/2022

End: 07/12/2022

Application procedure

Interested and qualified Consultants/ Companies should send the following documents

1. Motivation letter addressed to the Vice Chancellor of UTAB
2. Updated Curriculum Vitae of the Individual Consultant/ key personnel for the various components of the proposed assignment (in case the applicant is a Company)
3. Copy of the highest academic qualification and copies of proofs of experience
4. Financial proposal to carry out the assignment together with the breakdown of the proposed methodology and timeline.
5. Commitment of immediate availability (right after the notification by UTAB).

The application should be sent to the following e-mail: info@utab.ac.rw **not later than Sunday, 6th November 2022 before 23:59 Kigali time.**

Only shortlisted candidates will be notified for further agreement.

Done at Gicumbi, on 1st November 2022

For 
Fr. Dr. MUNANA Gilbert, O.P.
Vice Chancellor of UTAB

