



- HG Ltd

University of Rwanda-Holdings Group Ltd

UNIVERSITY OF RWANDA HOLDINGS GROUP LIMITED JOB ADVERT – NURSE A2

University of Rwanda Holdings Group Limited (UR - HG Ltd) is a limited company fully owned by University of Rwanda, (UR). Its business activities aim to optimise UR assets for the benefits of University. Those activities cover the management of UR income generating units; including but not limited to services of Health care, Consultancies, catering, Media as well as agro-veterinary business.

UR-HG LTD is seeking to recruit a qualified and dedicated Nurse A2 to join our **UR-POLYCLINIC** team.

S.N	Post	Job summary	Key basic requirements	No
1	Nurse-A2	To support our treatment wings, ensure compliance with infection prevention and control standards, and assist clinicians during procedures.	<ul style="list-style-type: none">• Nurse A2 qualification from a recognized institution.• Proven knowledge of infection prevention and control procedures.• Experience in sterilization, clinical assistance, or dental wing support.• Experience in assisting Endoscopy services is considered as a strong asset and added advantage.	3

Interested applicants should submit copies of application letter, C.V, copies of certificates and Identity cards or passports as well as valid License of practice for Professional Health services provider in one pdf document by email to: urhg.recruitment@gmail.com, with cc: hrurholding@gmail.com, ceo.urholdings@gmail.com, fm.urhg@gmail.com. not later than Monday 08/12/2025 at 5h: 00 p.m.

Short listed candidates will be contacted for interviews.

For more information, including detailed terms and conditions, please visit the official websites of UR-HG LTD (www.holdingsgroup.ur.ac.rw) and the University of Rwanda (www.ur.ac.rw).

Done at Kigali on 02/12/2025

UR-HG Ltd
Management





TERMS FOR VACANCY POSITION AT UR-HG LTD ANNOUNCEMENT

Ref: Nurse A2

University of Rwanda Holdings Group Ltd (UR-HG Ltd) / Polyclinic is seeking to recruit a qualified and dedicated **Nurse A2** to join our clinical team. The successful candidate will support our treatment wings, ensure compliance with infection prevention and control standards, and assist clinicians during procedures.

Key Responsibilities

- Supervise and enforce infection prevention and control measures across the Polyclinic.
- Oversee operations of the sterilization room and train assigned staff.
- Organize and maintain order within assigned wing(s), including requisitioning and stocking materials and instruments.
- Ensure adequate supplies of materials, consumables, and instruments to support uninterrupted clinical procedures.
- Record items entering and leaving the stock.
- Prepare trays, materials, and instruments required for clinical procedures.
- Receive and prepare patients for consultation and treatment.
- Assist doctors, dental surgeons, or clinicians during procedures (instrument passing, suctioning, mixing materials, holding equipment, etc.).
- Perform infection control procedures between each patient and prepare for the next one.
- Supervise disinfection, sterilization, and waste management processes.
- Ensure strict adherence to aseptic techniques before, during, and after all procedures.
- Communicate appointment delays or changes to reception.
- Participate in patient health education.
- Uphold professional ethics and internal regulations, including punctuality.
- Organize and train staff on infection control and waste management practices.
- Perform any other duties assigned by the Polyclinic Coordinator aligned with the clinic's mission.

Qualifications & Requirements

- Nurse A2 qualification from a recognized institution.
- Proven knowledge of infection prevention and control procedures.
- Experience in sterilization, clinical assistance, or dental wing support is an added advantage.
- Experience in assisting Endoscopy services is considered as a strong asset and added advantage.
- Strong organizational skills and attention to detail.
- Excellent teamwork, communication, and professionalism.
- Ability to work in a fast-paced clinical environment.



- HG Ltd

University of Rwanda-Holdings Group Ltd

How to Apply:

Interested candidates should submit their application documents (Cover letter, CV, Degree/Certificate, License, and ID) to urhg.recruitment@gmail.com, with cc: hrurholding@gmail.com, ceo.urholdings@gmail.com, fm.urhg@gmail.com not later than 08/12/2025.

Please indicate "Application for the Position of Nurse A2 in the subject line.

Done at Kigali 02/12/2025

UR HG Ltd
Management

