

FIXED PLANT MAINTENANCE PLANNER

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<p>Rutongo Mines Ltd</p> <p>Rutongo Mines Ltd is a Tin Mining Company, situated in Masoro Sector, Rutundo District, Northern Province, part of the Trinity Metals Group which oversees a number of mining operations in Rwanda.</p> <p>Rate this employer ★★★★☆ Average: 3.6 (66 votes)</p> <p>https://trinity-metals.com/home/projects/</p>			

JOB ADVERTISEMENT: Fixed Plant Maintenance Planner

Who we Are:

Rutongo Mines Ltd is a Tin Mining Company, situated in Masoro Sector, Rutundo District, Northern Province. The Management of Rutongo Mines Ltd informs the public that it is recruiting Internal and External Competent, Qualified and Experienced staff for the following positions:

1. **Position/Job Title:** Fixed Plant Maintenance Planner
2. **Job Grade:** C5
3. **Department:** Maintenance/Engineering
4. **Reports To:** Maintenance/Engineering Superintendent/ Manager

Job Brief: The fixed plant maintenance planner plans, schedules and coordinate preventive, corrective maintenance and shutdown activities for the fixed plant equipment (such as Crushers, screens, jigs, shaking tables, spirals, slurry pumps, water pumps) to ensure reliable and cost-effective operation, equipment availability and minimal production downtime.

Responsibilities: The Fixed plant maintenance planner has the following responsibilities and duties:

Maintenance planning and scheduling

- Develop and maintain short-, medium- and long-term maintenance plans for the fixed plant assets.
- Prepare daily, weekly and monthly maintenance schedules aligned with production priorities.
- Identify required spare parts, materials, manpower and tools for planned work.
- Issue and manage work orders.
- Coordinate shutdowns and ensure all tasks are well sequenced and resourced.
- Weighing and recording the minerals received at the plant after treatment

Preventive and corrective maintenance

- Plan and monitor preventive maintenance (PM) activities based on OEM recommendations and reliability data.
- Track and schedule corrective maintenance (CM) based on inspections and breakdown reports.
- Ensure equipment histories are updated after every job.

Reliability and continuous improvement

- Analyze maintenance data to identify recurrent failures and root causes.
- Recommend improvements to maintenance strategies and equipment reliability.
- Support implementation of predictive maintenance techniques (vibration, oil, thermography).

Coordination and communication

- Liaise with maintenance supervisors, planners, stores and production teams to optimize scheduling.
- Ensure alignment between maintenance work and production priorities.
- Communicate planned and unplanned downtime schedules to operations.

Safety and compliance

- Ensure all planned work complies with safety standards and procedures.
- Develop Job safety analyses (JSAs) and ensure permit to work systems are followed.
- Support audits and ensure statutory inspections are up to date.

Job Requirements: The Fixed plant maintenance planner should have the following education, experience and skills:

- Bachelor's degree in mechanical/electrical/industrial engineering or equivalent.
- 3-5 years of experience in maintenance planning in a mining or process plant environment.
- Strong understanding of maintenance strategies (PM, PdM, RCM).
- Familiar with spare parts management and work order planning.
- Basic knowledge of budgeting and cost control.
- Trustworthy and have sober habits
- Basic mathematical and writing skills
- Be able to work within a Team environment
- Professionalism, Positive Attitude and Excellent communication skills at least in English.

Applying for the Positions:

Please submit the following documents in a single file attachment to the e-mail recruitment.rmines@trinity-metals.com for Human Resources Office indicating the position you are applying for and addressed to the General Manager of Rutongo Mines Ltd.

- A Motivation letter addressed to the General Manager explaining your suitability for the position.
- A Curriculum vitae is a maximum of 3 pages with 3 referee names.
- A copy of education and training certificates/diplomas/degrees
- A copy of relevant work certificates.
- A copy of ID

The deadline for Application is **Friday 21st November 2025 at 5 PM.**

The applications submitted after the deadline will not be considered.

Only short-listed candidates shall be contacted.

For other inquiries please contact **+250 795 588 567**

Done at Rutongo, on 7th November 2025

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Summary

This advert has been viewed 25 times

Location: RW
Sector: Engineering, Other
Education level: Bachelor
Desired experience: Mid career (3 to 5 years of experience)
Contract type: Full-time
Deadline: Friday, 21/11/2025 17:00
Number of positions: 1

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Rutongo Mines Ltd



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Click on the APPLY button to send your application documents:

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- A confirmation email will be sent to you few minutes afterwards
- You can request any documents archived from our website (ex: a job description, a CV, a cover letter...)

Please bear in mind that you should never be requested to pay to get interviews, or to pass extra certifications etc...

Get in touch

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