



## DPHU KISORO OFFICE

### JOB DESCRIPTION FOR PERMANENT STAFF AFFECTED TO KISORO OFFICE

EXERCISE NOVEMBER 2018-FEB 2019

NAMES	POST	HIERARCHIC CHIEF
Prof J.Baptiste	Director academics and Registrar	IST and LSMS Chiefs
Prof NZEYIMANA Isaie	Director Doctoral School And Research	Prof JB
HAVUGIMANA Alexis	Documentarist (Master's and PhD Program)	Isaie+Florence
YAMFASHIJE Florence	Master's Coordinator	Prof JB
KURADUSENGE Vital	Under Graduate Coordinator	Prof JB
HABARUREMA Théogène	Documentarist(Engineering Program)	Florence+Vital
KWIZERA Beni d'Amour	Documentarist(Non Engineering Programs)	Florence+Vital
UMUHOZA Yvonne	Data Manager(Engineering Program)	Vital+Florence
UMULISA Dianne	Data Manager(Non Engineering Programs)	Vital+Florence
MBONIGABA Jean	<ul style="list-style-type: none"> <li>• Archivist(Hard Documents)</li> <li>• Driver</li> <li>• In charge of guests</li> </ul>	Vital+Florence
TWAJAMAHORO Jean Pierre	Students Services Officer	Prof JB
NYIRANEZA Agnes	Administrative assistant	Vital
PESA Issa	Maintenance Vehicles	Jean

Done at KISORO on 1<sup>st</sup> November 2018

**Prof J. Baptiste NIZEYIMANA**  
Rector