

## JOB VACANCY ANNOUNCEMENT

### 1. Background

The Capital Markets Authority of Rwanda (CMA) is a specialized organ established by Law No.057/2021 bis of 18/09/2021 with dual mandate of developing and regulating the capital markets with focus on promoting an orderly, fair, transparent and efficient market. In addition, CMA has recently been vested with the authority to regulate virtual assets business in Rwanda.

The vision of CMA is to be a key contributor to Rwanda becoming a leading and competitive financial center through mobilization of long-term capital. In pursuit of this vision, the CMA is responsible for creating a conducive environment for entities to raise capital to expand their business, licensing market players, market supervision and inspection, investor protection, enhancing public education and promoting responsible fintech innovation.

For optimal functioning, CMA calls for qualified and motivated candidates to apply for the **position of Fintech Regulation and Supervision Specialist**.

### 2. Job Purpose

Reporting to the Head – Market Infrastructure and Fintech Innovation, the Fintech Regulation and Supervision Specialist ensure the effective application of appropriate regulatory framework to market infrastructure and fintech innovation activities. The role acts as the central coordination point and subject matter function for fintech related licensing and supervision, providing specialized regulatory guidance in collaboration with market operation and legal departments.

### 3. Job Specifications

The duties and specifications entail:

- 1) Identify legal and regulatory framework needs for market infrastructure and fintech innovation and initiate the development and implementation of appropriate regulatory instruments in collaboration with legal department;
- 2) Support the Digital Innovation Analyst in the review, analysis and approval of applications of Fintech innovations that need to be tested in the regulatory sandbox;

- 3) Provide guidance and clarity to regulated and unregulated Fintech companies to improve their understanding of capital market business value chain and applicable regulatory requirements;
- 4) Review and assessment of application for licenses and regulatory approvals submitted by issuers of virtual assets and virtual asset service providers;
- 5) Review and assessment of application for licenses and regulatory approvals submitted by intermediary service platforms operators, investment based crowdfunding platform operators and other related digital investment platform operators;
- 6) Plan and participate in inspection and supervisory reviews of market infrastructure and fintech innovation players, and prepare assessment report to support compliance and enforcement actions;
- 7) Review and analyse regulatory reports submitted by fintech innovation operators to assess compliance with regulatory requirements and recommend appropriate supervisory actions.
- 8) Ensuring the verification of performance reports on key performance indicators of Fintech innovations and market infrastructure platforms and ensure timely submission;
- 9) Developing and overseeing the implementation of programs and action plans to address the risks identified during market infrastructure and fintech innovation assessments and audits;
- 10) Identifying and combat scammers and illegal operators of financial market infrastructure and fintech innovations in collaboration with enforcement and compliance team;
- 11) Undertaking any other duties as may be assigned from time to time.

#### **4. Recognized Qualifications**

For appointment to this position, a candidate must have:

- 1) Master's Degree or Bachelor's Degree in any of the following fields: Law, Business Law Finance, Economics, Business Administration, or any other field related to the position;
- 2) For a law-related degree, professional qualifications in legal practices such as a valid certification from the Rwandan Institute of Legal Practice and Development (ILPD) or its equivalent;

- 3) At least five (4) years of related work experience;
- 4) Demonstrate skills and experience in legal analysis and legislative drafting including regulations, guidelines and other legal documents;
- 5) Strong skills in financial regulations and supervision frameworks, with good understanding of capital markets and securities regulations.
- 6) Good understanding of financial market infrastructure and fintech innovation ecosystem; knowledge of digital assets and digital investment platforms is an added advantage
- 7) Meet the requirements of the Statute governing the management of CMA staff.

#### **5. Skills and Abilities**

- 1) Ability to analyse fintech innovations and assess associated risks including their impact on market integrity and investor protection within capital markets;
- 2) Effective written and verbal communication skills, including the ability to prepare quality reports, policy briefs and stakeholders communication;
- 3) Excellent computer literacy skills including knowledge of Microsoft Office, E-mail, Internet, website navigation, and report writing tools;
- 4) Ability to work independently and as part of the team.

#### **6. Application procedures**

Interested and qualified candidates should submit their applications to the following email:

[staffrecruitment@cma.rw](mailto:staffrecruitment@cma.rw)

Applicants must submit the following documents in PDF format:

- 1) An application letter addressed to the Chief Executive Officer
- 2) A detailed Curriculum Vitae
- 3) Notified copies of academic degree(s) and professional certificates
- 4) Proof of previous working experience
- 5) Copy of National Identity

The deadline for submission of applications is 21<sup>st</sup> June 2026, and only shortlisted candidates will be contacted. For more details, please refer to CMA website <https://www.cma.rw> under careers.