



**Job offer : Quality Officer (Contre Enquete Officer)**

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**Quality Officer (Contre Enquete Officer)**

Pour un Sourire d'Enfant (PSE) - For a Child's Smile is a non-profit organization founded by Christian and Marie-France des Pallières, operating in Cambodia since 1995. Its mission is to help children escape from destitution and lead them to decent, skilled and well-paid jobs.

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Recognized by the local authorities, PSE is working in respect of the country with the Cambodians and thus supports sustainable development.

Six main programs – adapted to the needs of the children – have been developed: food, health, protection, education & schooling, vocational training and help for families.

PSE helps 7,000 children and 7,000 graduates from PSE Vocational Training program graduates have already successfully integrated the job market with a real qualified position. PSE employs more than 650 people in Cambodia (Phnom Penh mainly) and 8 staff at the headquarters in France. 500 volunteers in different countries are actively working on making the organization known through fundraising donations and sponsorships.

In 2000, PSE received the French Human Rights Prize from the French Republic.

Job location : Phnom Penh Cambodia

Start date : 15-06-2026

Job description :

S/he will be responsible for re-observing and ensuring the families who are selected to the family support programs are followed the procedures and policies. This role is managing multiple tasks and coordination responsibilities while ensuring accuracy, timely communication, proper documentation, and smooth support to the team or management.

Missions :

- Leadership and People Management
- Lead the development and continuous improvement of social work procedures, ensuring alignment with current context and quality standards.
- Conduct monitoring and evaluation (M&E) of family visits and student recruitment, ensuring compliance with PSE criteria and procedures.
- Analyze findings and prepare monthly reports with actionable recommendations to improve social work performance.
- Coordinate with key stakeholders, including the PSE committee and local authorities, to ensure consistent application of selection criteria and procedures.
- Report promptly to the Social Director on any significant changes affecting communities or families.

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- Oversee new student recruitment (including from other provinces) and manage student-related issues and requests throughout their engagement.
  - Provide technical and systems support to Social Department staff.
  - Ensure accurate and timely data entry and maintenance across systems and Google Sheets.
  - Perform other duties as assigned by the line manager.

Profile :

### **Education**

- Bachelor's degree in Social Work, Community Development, Education, or a related field.

### **Experience**

- 3-5 years of experience in social work, M&E, rural development management or any similar experience

### **Skills**

- Excellent communication skills
- Strong competency in data collection and analysis
- Fluency in English; proficiency in French is an asset

### **Specific Technical Competencies**

- Demonstrated social work and counselling competencies
- Strong analytical thinking and problem-solving abilities
- Proven experience in monitoring and evaluation (M&E)
- Sound knowledge of children's rights and relevant social legislation

### **Attitudes**

- Commitment to PSE's vision, core values, and code of conduct
- Adherence to policies, with a strong focus on child protection
- Patience, adaptability, and the ability to manage change effectively
- Commitment to delivering timely, high-quality results, and serving as a role model for continuous learning and improvement

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Details and contacts :



Submit CV: <https://t.me/PSERECRUITMENT>



Email: [recruitment@pse.ngo](mailto:recruitment@pse.ngo)



Tel: 093617555

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Phnom Penh, Cambodia

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