

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.

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 more than 6,500 children and more than 6,000 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 6 staff at the headquarters in France. 400 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.

Location: Phnom Penh, Cambodia

Starting date: 06/2022

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.

Missions:

- Work with children, families and sometimes with local authorities to ensure that the families who are selected by social officers followed criteria and procedures.
- Provide counseling to PSE families in level 3 & 4 to contribute money to PSE and follow up closely PSE families in level 3 & 4 who have not participated money to PSE yet.
- Meet local authorities to ensure that the families who are selected into the PSE's programs are followed criteria and procedures
- Advocate and coordinate with reasonable ideas with PSE committee to ensure PSE's criteria are performed well
- Make monthly report of finding gaps of social works for improvement plan. And to present all those things with strong recommendation to social team managers, deputy director of social, and director of social
- Ensure that all social processes are put in writing, ensure their quality in both form and content
- Report urgently about any changes in communities / families
- Update information accurately and timely into Child Support System / Excel System
- Other tasks as assigned by line manager

Profile:

- Bachelor Degree in social, rural development, psychology, education or relevant field
- 3-5 years of experience in social, rural development management or any similar experience
- Strong communication skill
- Proficiency English , French is preferable
- Social and counselling skills
- Analytical and problem solving skills
- Children rights, Social Laws
- Commitment to PSE's vision, core values and code of conduct
- Policy compliance and protection of children
- Patience, adaptability and ability to cope with change process.
- Ensuring timely, high quality results. Being a role model for continuous learning and improvement.

Status: Contrat local

Details and contact :

www.pse.ngo for comprehensive information concerning PSE

Applications with cover letter and resume should be sent to recruitment@pse.ngo

Recruitment team contact: 093 617 555