

## Job Announcement

**Pour un Sourire d' Enfant (PSE)** is a non-profit organization, established at the end of 1995 in Cambodia, working to provide food, shelter, medical care, general education and vocational training to children needing support. We are working with underprivileged children, children living in poverty, and without any formal education. We help more than 6,500 children in Phnom Penh, Sihanouk Ville and Siem Reap. Recently, we are seeking for Cambodian potential candidates to fulfill position as below:

**Finance Manager (01 position) , base in Phnom Penh**

### Position summary

S/he will be responsible for reviewing Financial System to ensure all transactions and supporting document of PSE OR Project (if applicable):

- Complete and accurate with timely manner
- Consolidate the accounts and financial statements of the different departments ensuring compliance with current legislation
- Provide technical supervision, guidance and leadership to staff directly under supervision
- Report the financial status to PSE Board of Directors and PSE Council as required

### Qualifications:

- Masters degree in Finance, Accounting or related fields.
- ACCA (the Association of Chartered Certified Accountants) qualification is preferred. 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.
- At least 5-7 years experience in financial analysis and management.
- Experience in auditing process is an advantage.
- Very good knowledge of related accounting software such as : CIEL, Sage 300, Sun System, Quickbook.
- Broad financial management skills to direct financial planning, accounting, internal control
- Knowledge of Cambodia financial and tax regulations, especially those pertaining to not-for-profit organization

Please send your updated CV and cover letter to [recruitment@pse.ngo](mailto:recruitment@pse.ngo) by **30 August 2019**. Only applications that meet the qualification requirements will be considered.

Address of Organization: No. 402, Trea village, Sangkat Steung Meanchey, Khan Meanchey, Phnom Penh.  
Office Number: Contact Number: +855 (0)77 777 173 (extension: 111)  
Contact Person: Mr. Ben Phorn , HR & Resourcing Officer  
Personal Number : 098/089 79 99 38

PSE employees at any levels ought to respect and follow the Child Protection Policies.  
PSE is an Equal Opportunity Employer and as such does not discriminate against employees or applicants on any basis prohibited by law.

Qualified women and Disabled people are encouraged to apply.