



## JOB ANNOUNCEMENT

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**Description:** Cambodian Women for Peace and Development (CWPD) association is currently recruiting a qualified Cambodian national to fill the position of **Provincial Supervisor**. The Selected candidates will work closely with the Project of "Safe Migration and Reduced Trafficking" which fund by European Union through CARE Cambodia.

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### **Position:**

- **Position:** Provincial Supervisor
  - **Category:** Community Development, Communication, Facilitators
  - **Location:** Phnom Penh
  - **Schedule:** Full-time
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### **Requirement:**

- leadership skill
- Team work
- Client management
- Strong communication skill
- Previous supervision and monitoring experience
- Training of trainers methodology/ approach
- Computer basis office skill (Ms Word, Excel, power point and Outlook)
- Fluency in spoken and written Khmer, fairly spoken and written English is preferred

### **Duties:**

- Operate aspects of a project and scope of works
- Collaborate with other relevant SMART project staff members to plan, budget and implement activities
- Provide technical support to the local authority/volunteers
- Assist with the collection of data on a monthly basis from all relevant health facilities, and report on data collected
- Undertake assessments to identify the training needs of identified beneficiaries, and prepare/ conduct appropriate training
- Conduct training for community level and volunteers
- Assures project legal documents are completed and signed

- Understands of labor and migration system trafficking strategy in Cambodia
  - Monitor and supervise to action in community level
  - Participation in national program events
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### **Application Information:**

Interested applicants meeting the above requirements should submit their CV with a cover letter using the contact details below no later than **30<sup>th</sup> March 2012**. Only short listed applicants will be notified one week after deadline submission (certificates and supporting documents will be showed during interview day)

Note : Women are encouraged to apply.

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### **Contact:**

Name: Cambodian Women for Peace and Development, Mr. Chhorn Ann, Program Manager.  
Address: 128D9-D10, St Sothearos Sangkat Tonle Basac, Khan Chamkamon, Phnom Penh, Cambodia  
Phone: (855) 23 222 453, 012 95 94 47  
E-Mail: [ann.chhorn@cwpd.net](mailto:ann.chhorn@cwpd.net)  
Website: [www.cwpd.net](http://www.cwpd.net)