



**គណៈកម្មាធិការដើម្បីការបោះឆ្នោតដោយសេរី និងយុត្តិធម៌នៅកម្ពុជា (គ.ប.ស.យ)**

Committee For Free And Fair Elections In Cambodia (COMFREL)

ទីស្នាក់ការកណ្តាល ផ្ទះលេខ ១៣៨ ផ្លូវ ១២២ សង្កាត់ទឹកល្អក់១ ខណ្ឌទួលគោក រាជធានីភ្នំពេញ

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## URGENT – Job Announcement

**គណៈកម្មាធិការនាយក**

**BOARD OF DIRECTORS**

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ជាប្រធាន ADHOC

**លោក សុក សំអឿន**

Mr . SOK SamOeun

អនុប្រធានគណៈកម្មា

ធិការនាយក

**លោក យ៉ង់ គីមអ៊ែង**

Mr . YOUNG Ki mEng

អគ្គលេខាធិការ និងជាប្រធាន

ប្រតិបត្តិ PDP Center

**លោកស្រី ប៉ុក បញ្ញាវិចិត្រ**

Ms . POK Panhavichet

នាយិកាប្រតិបត្តិ CWCC

**លោកស្រី សិទ្ធិ ហុង អៀង**

Ms . SITH Hong Eng

ប្រធានសមាគម KYA

**លោក ធាង សុខា**

Mr . CHEANG Sokha

នាយកប្រតិបត្តិ YRDP

**លោក យឹម ប៊ូ**

Mr . YIM Po

នាយករងអង្គការ CPDEW

**លោក ម៉ូ សារិន**

Mr . MOMSarin

នាយកប្រតិបត្តិ HRCDO

**លោក គឹម សុវណ្ណ**

Mr . KIMSovann

នាយកប្រតិបត្តិអង្គការ

VI GI LANCE

**លោក ស៊ីន សែត**

Mr . SEN Set

ឥស្សរជន-Dignitary

**លោក ម៉ាក ចំរើន**

Mr . MAK Chamroeun

ឥស្សរជន-Dignitary

The Committee for Free and Fair Elections in Cambodia (COMFREL) is to create a strong permanent Cambodian NGO able to provide an independent, non-partisan professional role and influence for the continued enhancement of Cambodia democracy. COMFREL has participated in the 1998, 2003, 2008 and 2013 National Assembly Elections and the 2002, 2007 and 2012 commune council elections. COMFREL is recruiting one Cambodian national based in Phnom Penh for the position **Education and Gender officer** (Female Officer).

**Job Duties:**

- Responsible for Gender project in COMFREL;
- Responsible for monitoring the COMFREL's gender policy implementation and political gender watch;
- Responsible for managing the radio talk-back programs relevant women rights, women's political participation, gender and democracy...;
- Study and analyst on Gender issues;
- Developing manual and curriculum for women and gender program
- Assist in developing education materials for COMFREL;
- As master trainer for education and gender unit;
- Monthly report of Education and Gender unit
- Report writing on training or forum...;
- Assist in facilitate training, workshop of gender program
- Cooperate with other organizations for improvement of education and gender activities;
- Translate from Khmer to English and English to Khmer;
- Monitoring and evaluation on programs;
- Perform other tasks and assignments as needed.

**Job requirement:**

- University degree in related field, preferably in Education or Gender;
- At least two-year related work experience;
- Good command of trainer skills;
- Good command of radio talk-back skills;
- Interested in issues of gender, elections, human rights, democracy, good governance, decentralization and women's political participation;
- Have good understanding about NGOs work and good advocacy skills;
- Computer skills and experience in MS Word, Excel, and Power point is a plus;
- Good in Khmer writing and good in English writing and speaking.

Applicants must be female only to apply for this position.

Interested applicants are requested to submit only CV and cover letter with subject of application position to COMFREL Office using contact detail below no letter than **09 February 2017**. Only short-listed candidates will be notified for interview.

Closing date: **09 February 2017 at 5:30pm**

Contact address: #138, St. 122, Toeuk Laak I, Tuol Kork, Phnom Penh

Tel: (855) 23 884 150, E-mail: [sereyleak@comfrel.org](mailto:sereyleak@comfrel.org)