

តណៈកម្មាធិការដើម្បីការប្លោះឆ្នោតដោយសេរី និងយុត្តិធមិ នៅកម្ពុជា

Committee for Free and Fair Elections in Cambodia

ອຸຮະ້າຮູສ COMFREL

Phnom Penh, July 11, 2022

URGENT – Job Announcement

Committee for Free and Fair Elections in Cambodia (COMFREL) was founded in 1997 with registration at MOI, and it is known by the public and related stakeholders for promoting democracy and fair and fair elections in Cambodia. COMFREL has joined several electoral observations and implemented its core programs to contribute a good impact on democracy for the Cambodian people. With the current need for a monitoring unit for post-election and monitoring activities, COMFREL seeks to recruit a qualified candidate to fulfill the position of Monitoring officer for the monitoring program for electoral support. All the detailed position descriptions are available on our website: www.comfrel.org.

Job Summary

Under direct supervision of the Monitoring and Advocacy Coordinator, the Monitoring Officer is responsible for effectively and efficiently monitoring the election on the performance of elected officials and electoral support and monitoring. He/She is also responsible for supervision of the building network for long terms (LTOs) and short-term observers (STOs) for supporting the election monitoring.

Job Duties:

- Monitor the parliament sessions and the mission of MPs
- Produce 6-month and annual report of Parliament watch
- Supervise with provincial secretaries, long term and short-term observers to send a monthly report to the central office
- Join as a speaker for a radio talk-show
- Supervise and orient staff and volunteers in the monitoring unit.
- Assist in preparation for training, workshops for monitoring and advocacy unit.
- Assist in voter registration observation and audit voter list program.
- Assist in the advocacy program
- Cooperate with organizations partners related to advocacy activities and events
- Assist in translating from Khmer to English or English to Khmer
- Perform other tasks assigned by the unit coordinator.

Job requirement:

- At least 2-year relevant experience with non-profit organizations
- Graduated University degree in the field of law and other related fields.
- Knowledge and understanding of democratic election, human rights, and democracy.
- Have the ability to work independently
- Good interpersonal skills, resilience and cultural sensitivity and good teamwork.
- Have the ability to work under tight deadlines
- Interested in the issues of politics, elections, democracy, and the CSO network.
- Have the ability to use Computer skills including MS Word, Excel, and PowerPoint.
- Good at Khmer and English writing and speaking.

Interested candidates are invited to submit a cover letter and a current CV to Mrs. Kao Kunthy, administration office, e-mail: <u>kunthy@comfrel.org</u> by 18th July 2022 at 5:00 pm. Only short-listed candidates will be contacted for an interview.

Contact address: #138, St. 122, Toeuk Laak I, Tuol Kork, Phnom Penh. Tel: (855) 23 884 150,