



## URGENT – Job Announcement

Committee for Free and Fair Elections in Cambodia (COMFREL) was established in 1997 and registered with the MOI, gaining recognition among the public and relevant stakeholders for its efforts to promote democracy and ensure fair elections in Cambodia. COMFREL has participated in various electoral observations and carried out its main programs to positively influence democracy for the people of Cambodia. Due to the ongoing requirement for a monitoring unit focused on post-election and oversight activities, COMFREL is looking to hire a suitable candidate for the role of Monitoring Officer in the electoral support monitoring program.

You can find all the comprehensive position descriptions on our website: [www.comfrel.org](http://www.comfrel.org).

### **Job Summary**

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

### **Job Duties:**

- Monitor the parliamentary sessions and the missions of MPs,
- Produce a 6-month annual report of Parliament watch
- Supervise or assist in all election process
- Monitor, record, and train citizens on the human rights issue
- Assist in preparation for training, and workshops for monitoring and advocacy unit.
- Assist in voter registration observation and audit voter list program.
- Assist in the advocacy program
- Perform other tasks assigned by the unit coordinator.

### **Job requirement:**

- At least 2 years of applicable experience with non-profit organizations
- Graduated with a bachelor's degree in law and other related fields
- Have knowledge and understanding of democratic elections, human rights, and democracy.
- Have the ability to work independently
- Good interpersonal skills, resilience, 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
- Proficient in writing and speaking both Khmer and English.

Vision: A democratic society where democratization in particular democratic elections are promoted and qualified to bring benefit to people.

ទស្សនវិស័យ ៖ សង្គមប្រជាធិបតេយ្យ ដែលការបោះឆ្នោតប្រកបដោយលក្ខណៈប្រជាធិបតេយ្យ ត្រូវបានលើកកម្ពស់ និងមានគុណភាពសម្បូរត្រូវបានលើកកម្ពស់ និងមានគុណភាពសម្បូរត្រូវបានលើកកម្ពស់ និងមានគុណភាពសម្បូរត្រូវបានលើកកម្ពស់

Interested candidates are encouraged to submit a cover letter along with a current CV to Mrs. Kao Kunthy, administration office via e-mail: [kunthy@comfrel.org](mailto:kunthy@comfrel.org) by 20th January 2025 at 5:00 pm. Only candidates who are short-listed will be contacted for an interview.

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

**បេសកកម្ម៖** ខុមហ្វ្រែល ជាអង្គការមិនមែនរដ្ឋាភិបាលដែលប្រកាន់ជំហរអព្យាក្រឹត្យ មានបេសកកម្មពង្រឹងអំណាចប្រជាពលរដ្ឋកម្ពុជា ឲ្យអនុវត្តសិទ្ធិរបស់ខ្លួន ក្នុងកិច្ចការនយោបាយ និងការសម្រេចចិត្ត តាមរយៈកម្មវិធីអប់រំពលរដ្ឋ និងចូលរួមផ្តល់គំនិតស្ថាបនាដល់រដ្ឋាភិបាល និងមន្ត្រីជាប់ឆ្នោត ដើម្បីកែទម្រង់គោលនយោបាយ លើកកម្ពស់ការបោះឆ្នោតដោយសេរី និងយុត្តិធម៌ ព្រមទាំងបង្កើនគណនេយ្យភាពក្នុងការផ្តល់សេវា។

**MISSION:** COMFREL, as a neutral non-governmental organization, empowers Cambodian citizens to exercise their rights in politics and decision-making, through civic education, and constructive engagement with government and elected officials, for policy reforms, free and fair elections, and increased accountabilities in service delivery.