



VACANCY ANNOUNCEMENT

CHAMROEUN is a leading Cambodian social microfinance institution working to achieve positive and lasting changes in the livelihoods of economically active poor families by providing a wide range of responsible microfinance and complementary socio-economic services in a socially responsible manner. As of today, CHAMROEUN is standing in grade 12nd among all microfinance institutions in Cambodia in terms of active borrowers with 21 service points in 16 provinces across the country.

CHAMROEUN now is seeking qualified candidate to fulfill the vacancy position below:

Position	Reporting to	Location	Closing date
Teller (05 post)	Branch Manager	Phnom Penh and province	30 July 2018

ROLES AND RESPONSIBILITIES

- Perform daily cash count and support cash reconciliation at the end of operating; investigate immediately any variances;
- Receive cash and disburse loan from/to the clients;
- Be responsible for stock/inventory and filling management;
- Perform daily posting transaction in to system;
- Assist in promoting CHAMROEUN's products and services to the clients;
- Cash handling;
- Perform other administrative tasks as assigned by line supervisor.

QUALIFICATION

- Minimum 2nd year student in Finance and Banking, accounting and or related field
- Previous experience will be an advantage
- Able to use Microsoft Excel, Words , Emails and Outlooks
- Able to work under pressure and be independent
- Hardworking, strong commitment and self-motivated person
- Willing to learn new things and quick learner
- Attention to details and simplicity

BENEFITS AND REMUNERATION

CHAMROEUN offers candidate a competitive salary based on competency, experiences, and scope of work. We also provide annual salary increase based on annual performance and inflation, 13th month salary, healthcare program, and group personal accident 24-hour insurance, and other benefits.

HOW TO APPLY

Interested and merit applicants meeting the above requirements should submit cover letter and CV to CHAMROEUN's Head Office located at 425, Street 271, Sangkat Toul Tumpoung II, Khan Chamkar morn, Phnom Penh, Cambodia or via email: job@chamroeun.com. Or phone: 070 960 666. Website: www.chamroeun.com

CHAMROEUN is an Equal Opportunity Employer. Qualified women and people with disabilities are strongly encouraged to apply, and only shortlisted candidates will be contacted for interview. The candidate's application will not be returned.