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mith samlanh

Together, building futures.



## Hello from Mith Samlanh We're looking for an Employment Officer

Do you feel stuck in a routine job? Up for a challenge? Excited about supporting someone to prepare for their first job or starting their own business? Would you like to join our teams and partners in building a better future for marginalized children, youth and families?

If you answered 'yes' to any of the above, then you may just be the person we need.

### **WE ARE**

Mith Samlanh was founded in Phnom Penh in 1994. Our vision is together, we protect marginalized children and youth, their families and communities and with them create innovative and exciting opportunities to build their futures. This is done through our Saving Lives, Building Futures and ChildSafe programs, which cover a great variety of carefully integrated projects, including child protection, migration, harm reduction, education, alternative care, vocational training, social businesses, employment, NGO networks and more!

### **THE ROLE**

As an Employment Officer, based in Ta Khmau, you will be joining our team, which is currently expanding. To build the futures of marginalized youth and caretakers by supporting them to achieve independence through employment. This includes providing direct support to youth and caretakers in the Training Center and FOM, including quality career counseling, job preparedness training and job placement support, while expanding and maintaining a safe network for employment.

### **Does this describe you?**

- You are passionate about supporting people to find jobs/businesses and become independent
- You feel confident to call and meet with companies and other employers
- You understand what is needed to successfully run a small business
- You have good training skills and you know the key things to be a good worker
- You know how to connect the right person for the right job
- You are independent and very well organized
- You are a confident computer user and you can do basic reporting
- Your level of English is good (spoken and written)



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**These would be examples of some of your responsibilities. Would you enjoy them?**

- Provide job guidance and career counseling to target beneficiaries for placement to job, business, hard skills, internship, apprenticeship, micro-training, etc.
- Build strong, trustful relationships with all members of the community, including beneficiaries, authorities, NGO partners and business partners.
- Place students/beneficiaries into employment based on need.
- Provide psychosocial counseling and support to students after placement (transportation, clothing, housing, hygiene, etc.)
- Promote Futures services to the community, authorities, and partners online and in person
- Collaboration and coordination with case managers, Psycho social, Teachers in Training Center and zones to ensure the students are well supported and achieve their goals.
- Coordinate the case referrals from zone for placing students to external Vocational Training.
- Etc.

Sounds good!? Great! Please email your CV with your Cover Letter and salary expectations now to [hr@mithsamlanh.org](mailto:hr@mithsamlanh.org) and let's talk more.

In compliance with our Child Protection Policy and Protection against Sexual Exploitation and Abuse Policy, all applicants will undergo an extensive background check.

*Friends team*