



## Job Offer

### Project Manager ERP (with finance focus)

#### Présentation de PSE :

Pour un Sourire d'Enfant (PSE) – For a Child's Smile is a non-profit organization founded by Christian and Marie-France des Pallières, operating in Cambodia since 1995. Its mission is to help children suffering acute hardship by reintegrating them into society and leading them to decent, skilled and well remunerated jobs.

Recognized by the local authorities, PSE is working with full respect of the country, with the Cambodians, and thus supports sustainable development.

PSE is operating six main programs: nutrition, healthcare, protection and accommodation, general education, vocational training and family support.

PSE is taking care of more than 6,000 children and more than 4,000 graduates from PSE Vocational Training program already have successfully integrated the job market with a real qualified position.

PSE employs more than 600 people in Cambodia (Phnom Penh mainly) and 4 staff at the headquarter in France. 300 volunteers in different countries are actively working on making the organization known, on fundraising donations and sponsorships.

In 2000, PSE was awarded the French Human Rights Prize by the French Republic.

#### Job Position: Project Manager ERP (with finance focus)

Reporting to the Deputy General Director, in Phnom Pen, the position consists in:

- Taking the overall responsibility of project management of a new ERP with finance focus, purchase and asset management;
- Providing guidance to project team members in terms of project definition, supplier selection, resource management, implementation, training & acceptance (user and supplier), change management;
- Preparing project plan, follow plan, budget and resource, analyze risks;
- Animating and reporting to the decision committee; ensuring interface and coordination with all department involved;

#### Missions :

- Project Management
  - Develop project planning, resource allocation, overall planning follow-up
  - Responsible for project budget follow up
  - Follow up project implementation, manage direct and indirect resources
  - Ensure project delivery according to specifications, plan and budget
  - Ensure project quality
  - Project Risk Assessment



- Define and assist user trainer and training
- Supplier Management:
  - Support IT project manager with the supplier relationship
  - Lead the request for proposal and supervise the supplier selection
  - Animate the decision committee for decision.
- Project
  - Participate to the finalization of the projects requirements (focus finance)
  - Establish the communication and coordination with the different departments impacted
  - Introduce process simplification and supervise change management
  - Ensure users training and systems acceptance in Cambodia and France
- Reporting
  - Ensure reporting to Deputy General Director and project stakeholders

**Profile:**

- A degree in Finance or experience
- Project Management experience in ERP implementation in small or medium enterprise
- At least 3 years' experience in project management
- Problem solving skills, risks assessment, excellent decision making abilities
- Good communication skills
- Team worker
- English (mandatory, speaking, writing), Khmer (is a plus), French (is a plus)

**Practical information:**

**Type of Contract:** Limited duration with a minimum period of two years.

**Compensation:** monthly gross salary of \$1000 minimum, on a 13 months basis.

VSI contract for European Union Nationals, providing comprehensive coverage for healthcare, assistance/repatriation insurance, pension contribution, plane ticket one way and return, plus round plane ticket once a year to home country

**Localization:** Phnom Penh, Cambodia

**Starting date:** immediate

**Details and contact:**

[www.pse.org](http://www.pse.org) for comprehensive information concerning PSE

Applications with cover letter and resume should be sent to [rh-france@pse.org](mailto:rh-france@pse.org)