

Job Offer

Sewing Workshop and Boutique manager

PSE presentation:

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: Sewing Workshop and Boutique manager

The workshop employs 30 women whose children are supported by PSE: they are guaranteed a fair wage (above the industry average) and good working conditions. It is also a training ground where the emphasis is on learning diverse skills: in the future they will be able to open their own small workshop if they wish.

These mothers make the school uniforms and crafts sold in PSE shops in Phnom Penh or at fundraising events by the branches. For some time, the workshop also produces for external customers in Cambodia, on order.

The role of the manager is to manage and develop the activities of the workshop. He / she will ensure the relationship with the internal and external customers and will ensure the professional development of the teams. In parallel, he / she will ensure the development of sales of the souvenir shop located in the PES center in Phnom-Penh, accessible to employees and visitors.

The position, reports to General Director of PSE or the Deputy General Director (recruitment on process), with 5 direct reports (2 production managers, 1 production officer, 1 Finance and Admin officer and 1 shop keeper).

Missions:

Sewing workshop:

- Define the marketing strategy to ensure full production planning along the year
- Follow up production planning with team and production managers
- Set up the necessary tools to evaluate the productivity and performance of the whole production.
- Undertake commercial contracts with external clients



- Set up the necessary tools to evaluate the productivity and performance of the whole production.
- Follow up internal & external customer's orders from purchase request, bidding and raw material supply, quality control and delivery.

Boutique

- Locally, develop business strategies to raise customers' pool, expand store traffic, brand visibility and optimize profitability at Steung Mean Chey shop and local fairs.
- In France, follow the distribution of the products "*Le Cartable de Chenda*", within PSE antennas

General management

- Finance control: Plan yearly budget and workforce planning for the coming year and ensure budget respect. Guaranty the transparency of the activities (proof of expenses and revenues, responsible in case of audit)
- Recruit, coach and support team members build partnership with sewing expert, NGOs to develop professionalism and activities
- Work with Social department to help vulnerable families if employees face family, health or financial problems

Profile:

- Master's degree in Entrepreneurship/business development.
- Strong communication and interpersonal relations skills, problem solving capabilities
- Proven experience in people management
- 3 year's experience in project management, experience in social business is a plus
- Fluent in English, French or Khmer is a plus.
- Experience in fashion industry is a plus

Practical information:

Type of Contract: Limited duration with a minimum period of one year, 2 to 3 years being preferable.

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

Possibility of **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 for comprehensive information concerning PSE

Applications with cover letter and resume should be sent to rh-france@pse.org