



JOB ANNOUNCEMENT

Habitat for Humanity Cambodia (Habitat Cambodia) is part of Habitat for Humanity International and began operations in 2003. We work with diverse international and local non-governmental organizations, microfinance institutions, corporate partners, and local and national authorities to build a better life through safe and affordable homes.

Habitat Cambodia provides technical expertise, including safe and affordable house designs, water and sanitation programs, an innovative approach to housing combining market development, housing finance, and housing support services; advocacy for secure land tenure; and pro-poor housing solutions. Habitat Cambodia takes a holistic approach with partners to help informal settlers gain access to secure terms under the local government's social land concession scheme. Technical expertise is provided to micro-finance institutions and low-income families by constructing good-quality and affordable homes.

Finance Assistant (Siem Reap Office)

Position Summary:

The Finance Assistant is responsible for the overall financial assistance and support to Siem Reap Office (and coordinates with the National Office), and is responsible for Project Accounting and Financial Reporting functions to ensure compliance with the Finance Manual, Stewardship Principles, and other organizational policies issued from time to time to promote good stewardship of funds and resources. He/She will provide technical, and financial operations and services to the Finance and Program Manager in ensuring efficient functioning of internal controls and procedures, cash management, security of funds financial accounting, reporting, and part of budget preparation.

How to Apply:

Interested candidates should apply with a completed **Application Form, updated CV, and Cover Letter** (Do NOT attach other documents) and mention the position title in the subject line of the e-mail to the Human Resources Department of Habitat Cambodia, through e-mail: job@habitatcambodia.org by **5 PM on December 31, 2023**. **Only short-listed candidates will be contacted for the interview.** Females and people with disabilities are strongly encouraged to apply.