

JOB ANNOUNCEMENT

Great Peace Cambodia (GPC) is an international Christian Organization. It is a model community center in Battambang aims to empower and develop the capacity for self-reliance of Cambodians. GPC was established in 2009 by **Taiwha Social Welfare Foundation** in the Republic of Korea that has been serving and helping alongside people who are struggling from poverty with Christian value and with professional social work skill. Great Peace Cambodia is seeking for 1 (one) qualified candidate to fill the positions of Project Assistance.

Position: Project Assistance of Case management team

Location: Battambang city, Battambang province

Main Duties

1. Work under supervision of case management Project Coordinator
2. Responsible for daily basic need for two times per year
3. Responsible for 40 cases of case management from intake to evaluation
4. Provide monthly regular home visiting to 40 cases based in the target area
5. Write home visiting record of each case on Oscar system
6. Responsible for organizing case conference with partnership once per year
7. Report regularly about project monitoring by weekly meeting and urgent needs to Project Coordinator
8. Other tasks will be required by management team as well as, sometimes will work to help other teams within the organization.
9. Prepare weekly report and plan.

Requirements

1. Graduated Bachelor degree in social work, or community development or equivalent
2. Good in oral and written Khmer and English
3. Good communication skill with clients, coworkers, local authorities, stakeholders
4. Good computer skills (Microsoft Word & Excel)
5. Be able to use the internet and email and social network.
6. Positive, proactive, and trainable attitudes
7. High commitment and strong team work with willing to learn new job, new environment and work additional hours when necessary
8. Travel in province might be required.

Interested applicants should obtain an official GPC's application form and submit with CV and a cover letter to GPC-Battambang or E-mail: hrgpc.gpc@gmail.com

Only short-listed candidates will be contacted for interview.

Contact Address: Borey Rumchek # 52,54, Rumchek 4 village, Sangkat Rattanak, Battambang city, Battambang province

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Website: www.taiwhafound.org

Facebook: www.facebook.com/greatpeacecam

Salary: Based on GPC's guideline, experience and qualifications.

Closing date: 21st of April 2026