

**KINGDOM OF CAMBODIA
NATION RELIGION KING**

**LAND ALLOCATION FOR SOCIAL AND ECONOMIC Development PHASE III (LASED III)
IDA Credit No. 6706-KH**

**REQUEST FOR EXPRESS OF INTEREST (REOI)
National Junior Financial Management Consultant (MAFF-CS-56)**

Duty station: Ministry of Agriculture, Forestry and Fisheries (MAFF)
Issuance Date: 1 August, 2025
Closing Date: 22 August, 2025 at 5:00 pm. (Local Time)
Expected Contract Start: As soon as possible
Contract Duration: 12 Months, possible to extend. Initial 3-month probationary period.

1. The Royal Government of Cambodia has received a loan from the World Bank for supporting the Land Allocation for Social and Economic Development Project III (LASED III). The project development objective is to provide access to land tenure security, agriculture and social services, and selected Infrastructure to small farmers and communities in the project areas.
2. The LASED III Project is now inviting eligible individual qualified applicants for National Junior Financial Management Consultant (MAFF-CS-56) for the LASEDIII project. The applicant is instructed to submit Letter of Expression of Interest (EOI) and detail CV by or before 22 August, 2025. In their Letter of Expression of Interest, the applicant must dedicate the preference target province they want to apply.
3. The following are the key qualification and experience requirement:
 - Support the project in implementing financial controls and procedures in the Project Implementation Manual (PIM);
 - Assist with posting financial transactions into the accounting software (Sage 50) and ensure correct classification of the financial transactions;
 - Review expense forms and supporting documents for project mission and training workshops;
 - Timely update the project's contract register of the project;
 - Follow up clearance of advances from relevant project staff, and report advance to management on monthly basis;
 - Prepare vouchers, reconciliations of all accounts and financial documents to ensure their accuracy;
 - Maintain the voucher filing system to ensure that all vouchers are complete and properly filed;
 - Collect supporting document for preparing payroll and withholding Tax and deal with taxes and duties for all the contract agreements financed by the project;
 - Process all the financial request to the project management for appropriate authorization, and follow up on the status and location of related documents;;
 - Assist the finance team in monitoring implementation of the budget by tracking each budget request to the approved activity budget;
 - Assist the finance team in the preparation of relevant financial reports and withdrawal application related documents for submission to the Project Management, the Ministry of Economy and Finance (MEF) and WB
 - Support the FM team in collaboration with the internal auditor, external auditor and the mission team;
 - Perform other tasks assigned by the LASED III Project Manager and Project Director.
4. Qualification and Required Skill
 - At least a bachelor's degree in Accounting or Finance or Certified Accounting Technician Qualification;
 - At least 3 years working experiences in accounting and financial management system of project or non-profit organization or company;
 - Preferably, at least 3 years of work experience in implementing financial management procedures of projects financed by DPs, and the Government's standard operating procedures (SOP), Financial Management Manual (FMM) for all external financed project/programs in Cambodia;
 - Familiar with accounting software operation; Sage50 (Peachtree) is preferred;
 - Computer literate with thorough knowledge of standard computer program such as MS-Excel, MS-Word, MS-PowerPoint, email and internet etc.
 - Fluency in written and spoken English and Khmer, as a most Khmer Unicode;
 - Demonstrate ability to consult and work cooperatively with others;
 - Willing to work as a team
5. For more detail information of tasks and responsibilities of the National Junior Financial Management Consultant are detail described in the TOR, which can be obtained via the link below:
<https://drive.google.com/file/d/1J97hugRdFIOK64AOmoxPKfWunxpAIMXE/view?usp=sharing>
6. **How and Where to Apply:** The interested consultants are required to submit in writing a Letter of Expression of Interest including an outline understanding of the necessary assignment and expected work program, curriculum vitae, nominated referees (with contact details), by hard or soft to Ms. Thun Somanin, Procurement Officer, MAFF/LASEDIII via e-mail: somaninthun@gmail.com and copy to the email: chansengbou@yahoo.com, or hard copies to the address: Ministry of Agriculture, Forestry and Fisheries, Land Allocation for Social and Economic Development Project III (LASED III), Ground Floor of Techo Santepheap Building, #200, Preah Norodom Blvd., Phnom Penh, Cambodia.