AMK Microfinance Institution Plc. is one of Cambodia’s leading microfinance institutions, with coverage all over the country. AMK employs over 3,000 staff serving almost 1,000,000 clients in nearly 13,000 villages across Cambodia, 89% of all villages. We are looking for a talented and committed individual to join our diversified team, and offering attractive career prospects across branches and departments of our business.

A job at AMK is more than just a paycheck - we support our employees in their development and growth and help them explore their unique strengths.

**Job Title**: Treasury Officer  
**Report to**: Funding and Cash Management Manager  
**Location**: Head Office  
**Closing Date**: June 23, 2020

**Job Responsibilities**
- Monitor and manage cash balance of all branches
- Facilitate cash transfer transaction between Head Office and Branches and Oversea
- Continuously minimize cost of bank transfer charge
- Manage all bank account and bank specimen of AMK
- Handling all issues happening between AMK and banks in term of service offered by banks to AMK
- Monitor the branch implementation of Treasury policy and procedures
- Any other tasks required by the line managers.

**Qualification and Experiences:**
- Fresh Graduate in Accounting, Finance and Banking or Economic or qualification in equivalence
- Good analytical skill
- Honesty and good interpersonal skills.
- Ability to learn new thing quickly.
- Good at Excel spreadsheet.

**Benefits**

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<tr>
<th>Competitive salary package to the employees</th>
<th>Accident insurance 24/7days</th>
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<tbody>
<tr>
<td>Khmer new year bonus</td>
<td>Education loan with only 2% interest rate per year</td>
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<tr>
<td>Pchum Ben bonus</td>
<td>Housing loan with only 5% interest rate per year</td>
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<td>Retention bonus</td>
<td>Maternity/Paternity Allowance</td>
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<td>Retirement bonus</td>
<td>Annual leave based on Cambodia labour law</td>
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<td>Incentive</td>
<td>Capacity development and opportunity to promote per job requirement</td>
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<td>Pension fund</td>
<td>Seniority payment</td>
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<td>100% medical insurance for employee’s spouse and children for local treatment</td>
<td>Working condition in accordance to the Cambodian Labor Law</td>
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<td>Overseas treatment</td>
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Interested candidates should apply by sending a CV and a cover letter to: AMK branch and sub-branch offices or Head Office, Building 285, Yothapol Khemarak Phoumin Blvd. (271), Sk. Tomnub Tuek, Kh. Chamkarmorn, Phnom Penh, Cambodia or E-mail: job@amkcambodia.com  
**Attachments:**
- A copy of obtained certificates or confirm letter by the University
- A copy of national identification, family book, and certificate of birth

For additional information, please contact at Tel: (023) 993 062 / (023) 224 763 or visiting website: www.amkcambodia.com  

AMK is an equal opportunity employment. Qualified women and persons with disabilities are encouraged to apply.