

WE'RE HIRING

AMK Microfinance Institution is one of Cambodia's leading microfinance institutions, with coverage all over the country. AMK employs over 3,700 staff serving almost 1,000,000 clients in nearly 13,000 villages across Cambodia, 91% 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 : **Research Intern (02 Posts)**
Report To : **Research Manager**
Location : **Head Office**
Closing Date : **March 20, 2025**

Job Responsibilities:

- ▶ Participate in training prior to data collection in the target areas.
- ▶ Participate in on-going research's data collection and processing in both primary and secondary data collections.
- ▶ Assist in data quality control through the review of data submitted by part-time enumerators after fieldwork start.
- ▶ Assist in updating field work progress report.
- ▶ Assist in supporting and updating Market Intelligence projects.
- ▶ Support on the administrative and finance works related to department operations and projects.
- ▶ Other tasks assigned by Research Manager.

Qualification and Experiences:

- ▶ University student year 3 or 4 or fresh graduate student without any working experiences in the field of International Relations, Development Studies, Development Economics, Agricultural Economics and Rural Development, Sociology, and other related fields.
- ▶ Commitment to working in this position for a minimum of six months.
- ▶ Honest and positive attitude toward working environment.
- ▶ Ability and willingness to learn new things, adapt to a challenge's environment, work in a team, and independently.
- ▶ Ability to use Microsoft Office applications including Word, Excel, PowerPoint, and Outlook. The ability to use analytical applications or programs would be a plus.
- ▶ Willing to travel to provinces and remote areas for data collection.
- ▶ Some quantitative and qualitative field work experience would be an advantage.
- ▶ Good command of communication skills in both Khmer and English (both oral and written).

AMK offer the opportunity to study and work directly with Research and Development Department, provide valuable experience, career development in the microfinance industry, 24hour accident insurance, and allowance. Interested candidates should apply by sending a CV and a cover letter to all AMK branches and Head Office, Building 285, Yothapol Khemarak Phoumin Blvd. (271), Sk. Tomnub Tuek, Kh.Boeng Keng Kang, 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.