

Announcement Description

SpringBoard4Society was founded in 2012 by SpringBoard4Cambodia. The SpringBoard4Society works primarily with young people who like speaking and learning English, by providing opportunity with practical experience in the fundamental skills of debating and public speaking in English in order to build up their self-confidence, personal development and communication skills for their future in society.

We run two national events, *The SpringBoard English Speaking Championship* and *The UK Education Fair*, in which young Cambodian students enable to have a chance to win a sponsored trip to the United Kingdom and other countries in ASEAN. Other wide range of educational and cultural programmes can be accessed for free such as Cambridge English Preparation course, IELTS preparation course, debating and public speaking training...etc.

The SpringBoard4Society is young by ages but running by enthusiasm team who want to help out the society and young talent who want to fulfill their dream by using debating and public speaking as a way of life in leaning critically. We would like to thanks to our member as individual, clubs, union, who are sharing same vision as us.

Announcement Position

Translator

Location: Phnom Penh

Schedule: Full Time

Main Duties and Responsibilities

- Translator official documents from Khmer to English and from English to Khmer.
- Contact with local authorities.
- Other duties assigned by supervisor.

Requirements

- Graduated with bachelor degree in English, Khmer Studies, and other related files.
- One-years experiences in translation.
- Value education, and has broad knowledge in any fields.
- Be initiative, creative, challenging, responsive, industrious, and honest.
- Exhibit an enthusiastic and proactive attitude, as well as comfort with working in a corporate environment.
- Good verbal and written expression in English.

- Be able to use Microsoft Office, Social Media, Internet and Email.
- Eager to learn new things.
- Be able to work under pressure and different environments.
- Be able to work across cultures.
- Be able to travel abroad and provinces.

Benefits

- Free Cambridge English Course at Campus UK
- Free Lunch
- Insurance Package
- Annual Trip
- Promotion opportunity
- Friendly working environment
- Scholarship opportunity
- Be a Cambridge and IELTS| British Council Invigilators

How to apply

Interested Candidate please send your CV and Cover letter to **Mr. Chann lyheng** by Email: lyheng.chan@springboard4cambodia.com or submit it directly to the company address Springboard4Cambodia House No. 6, Street 574, Boeung Kok II quarter, Toul Kork district, Phnom Penh, Cambodia.

Contact Person

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Human Resource Officer

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