

Job Announcement

LEGAL EXECUTIVE

We are an integrated electric power technology company. We are principally engaged in the provision of comprehensive power system engineering and technical solutions for the design, procurement, construction, installation and commissioning of HV and EHV substations, HV and EHV transmission lines as well as underground power cable systems for electricity transmission and distribution; operation and maintenance services and trading of proprietary and non-proprietary power system components and equipment.

In view of our recent foray into the Cambodia Securities Exchange (CSX) in August 2020, we are seeking for a suitable candidate for the following post:

1: Legal Executive (one position)

➤ **Core responsibilities**

- To handle the secretarial and legal functions of company
- Preparation of letters and correspondences and liaison with SECC, CSX and other relevant authorities;
- Monitoring new updates and legal requirements from the Government of Cambodia;
- Minutes taking (Khmer & English) for Management, committees and Board of Directors' meetings;
- Possess strong translation skills from Khmer to English;
- Drafting and reviewing of agreement; and
- Any other assignment given to you by your superior from time to time.

➤ **Job Requirements**

- Bachelor's degree Law, or related fields
- Minimum 2 years professional working experience with legal background and equivalent
- Excellent in speaking and writing in Khmer and English.
- Initiative, Team leading and Team player skills.
- Hard working and honest
- Able to work under pressure and different environment
- Deadline and result-Oriented
- Ethical and understanding the importance of compliance and high standards.

How to apply

Interested candidates are requested to submit their CV and cover letter with your expectation salary to human resource department by email : hr@pestech.com.kh or using the address below. Do not attach copies of certificates via mail. Only short-listed candidates will be contacted for interview.

PESTECH (CAMBODIA) PLC.

Address: N° 6 street 588, Sangkat Boeung Kok 2, Khan Toul Kok, Phnom Penh Cambodia.
For more information, please contact us by 092 989 055/023 882 105

Deadline: 31st October 2020

PESTECH (CAMBODIA) PLC. (00000957)

(A **PESTECH** Company)

No. 06, St. 588, Sangkat Boeung Kok II, Khan Toul Kork, Phnom Penh, CAMBODIA.

Tel: +855 23 882 105 Fax: +855 23 882 106

Website: www.pestech-international.com