



International
Labour
Organization



Better Factories Cambodia Monitor's Job Description GS 5

Project

Better Factories Cambodia is an innovative program which seeks to improve working conditions in the export garment industry in Cambodia. It is based on a model of improvement which includes monitoring for compliance with the Cambodian labour law and core international labour standards, and remediation training activities. The program emphasizes the link between improving working conditions and the competitiveness of the industry, with a focus on quality and productivity. *Better Factories Cambodia* works closely with its partner organisations (Ministry of Labour and Vocational Training, Garment Manufacturers Association in Cambodia and unions) and other stakeholders such as NGOs and international buyers.

The *Better Factories Cambodia* project has a sustainability strategy that will make it a local independent body by the year 2009. This position will suit a candidate with established skills in the required areas and who has a willingness to develop new skills and take on increasing responsibility as the project develops.

Function

To monitor the working conditions in Cambodian garment factories and to provide advice and assistance to factory management and workers on improvement

Duties

1. Collect data and monitor working conditions in factories in accordance with ILO *Better Factories Cambodia* policies and procedures;
2. Maintain and update databases and records on subject matter activities and prepare background information;
3. Provide written monitoring reports for approval by the Chief Technical Advisor (CTA);
4. Encourage, support and advise on improvements in working conditions at the factory level based on developed tools and procedures ;
5. Maintain contacts with representatives of the Garment Manufacturers' Association in Cambodia, representatives of Cambodia's trade union movement and government officials, particularly MOLVT and other key stakeholders;
6. Provide input to training and resource materials and activities;
7. Other duties as required by the CTA.

Education

- Technical or university level qualification in a related field such as law, community development, or equivalent; AND
- At least three years' work experience in areas related to law and capacity building preferably with an international agency.

Languages

Excellent knowledge of English and Khmer languages. Knowledge of any other languages used in the area of assignment, i.e. Chinese, would be an asset.

Competencies

1. Good communications skills, both oral and written;
2. Knowledge of basic computer software such as email, Microsoft Word and Excel;
3. Good understanding of Cambodian labour law and regulations;
4. Capacity to work cooperatively with managers and worker representatives to encourage improvements in working conditions;
5. Good analytical skills
6. Understanding of principles of gender equality;
7. Ability to manage own work and to take initiative as well as working as part of a team
8. Capacity to liaise and network with a range of stakeholders including staff, buyers, government officials, management, unions and NGOs.

Supervision

The supervisor provides the general outline of work and assignments, while the incumbent completes tasks independently. Completed work is reviewed for accuracy and conformance to objectives.

Location

Phnom Penh Cambodia

Duration

One year fixed term contract with option of yearly renewal subject to availability of funds.