



With over 40 years of experience within Cambodia, Comin Khmere is now the Kingdom's largest Engineering Solutions provider in various fields: Power & Electrical Engineering, Air-Conditioning & Refrigeration, Water Treatment, Communication & Electronic Security, Elevators & Escalators and Renewable Energy. Today, the Comin Khmere workforce includes over 400 local staff and 25 international experts, each of them employing unique expertise and knowledge from their national market. To face constant growth, we are currently recruiting a candidate to fill the position of:

QUALITY MANAGER

Main Responsibility

The Quality Manager (ISO) is responsible for the ISO certification implementation and renewal in the company

Reporting and authority

The Quality Manager is reporting to the Finance & Admin Manager on progress of his work. Liaising with admin correspondants in the divisions of the company

Job Description

- Train employees to ISO 9001:2008 awareness
- Guide & aware employees to all internal procedures within the company
- Approve & validate documents, work instructions, and Quality Manual
- Conduct & Manage internal audit in the company
- Plan and conduct pre-certification audit for the company
- Conduct management review meetings and report to the Managing Director and Steering Committee
- Responsible for handling all matters related to quality of company including corrective and preventive action on the internal quality audit.
- Responsible for maintenance and improvement of the quality management system

Skills Requirements

- Strong ISO management knowledge
- Good analytical and organization skills
- Outstanding coordination skill
- Educational background in Quality / Services / Management
- At least 5 years of relevant experience in purchasing and management
- Ability to work independently
- Ability to communicate effectively verbally and in writing in English
- Computer literacy, particularly in Word , Excel, MS Project

Interested candidates are invited to submit CV & cover letter in English to the address below or via e-mail at: t.herbaut@comin.com.kh. CVs should include details of qualifications, experience and expected salary. Short listed candidates will be invited for interview.