Chef de projet systèmes d'information

Pour un Sourire d'Enfant (PSE) - For a Child's Smile is a non-profit organization founded by Christian and Marie-France des Pallières, operating in Cambodia since 1995. Its mission is to help children escape from destitution and lead them to decent, skilled and well-paid jobs.

Recognized by the local authorities, PSE is working in respect of the country with the Cambodians and thus supports sustainable development.

Six main programs – adapted to the needs of the children – have been developed: food, health, protection, education & schooling, vocational training and help for families.

PSE helps more than 6,500 children and more than 6,000 graduates from PSE Vocational Training program graduates have already successfully integrated the job market with a real qualified position. PSE employs more than 650 people in Cambodia (Phnom Penh mainly) and 6 staff at the headquarters in France. 400 volunteers in different countries are actively working on making the organization known through fundraising donations and sponsorships.

In 2000, PSE received the French Human Rights Prize from the French Republic.

Lieu du poste : Phnom Penh, Kambodscha

Date de début : 04/2021

Description du poste à pourvoir :

PSE is pursuing its effort to support the programs with the implementation of information systems for key activities. After the deployment of a finance and purchase information system, the support provided a management tool for beneficiaries to the social team, and a HR information system is currently under deployment.

Taking into consideration his profile and past experiences, the identified candidate will be in charge of a main project, either the implementation:

- Of a school management system that will benefit 2800 children and youth enrolled in the vocational training center in Phnom-Penh.
- Or of a medical management system in order to improve the medical follow-up of beneficiaries.
- As PSE is constantly improving, the candidate may also be tasked with working on side projects, mainly the update of the aforementioned running systems.

Position attached to the manager in charge of information systems.

Missions :

- Driving all phases of pre project/request for proposal, project, go live and hypercare
  - Scoping and phasing
  - Analysis of business requirements
  - Writing request for proposal (RFP)
  - Managing all project documentation (specification, testing scenarios, training materials)
  - Selection of the services providers
  - Organizing request for proposal (RFP)
  - Participation in design, build and testing
  - Contribution to the selection of the solution that fits the best to PSE needs
  - Writing process flowcharts
  - Run and maintenance phase preparation Communication
- Communication
  - Driving project comitology
  - Coordination with system/network administrator team for all technical aspects
  - Managing relationship with external IT partners
  - Synthesizing information and KPIs to report to higher management
- Quality
  - Insuring proper integration with existing PSE applications landscape
  - Complying with PSE IT security policies
  - Delivering all project phases on time
  - Delivering all project phases in respect with the budget
  - Delivering quality documentation
  - Delivering all project phases in respect with the budget
- Change management
  - Support to the users at go live and hypercare
  - Driving changes and accompany users and surrounding organization

Profil :

- University or engineer degree in computer science, telecoms, IT software and networks or information systems management
- A first experience as an IT Project manager
- Experience in a multicutural environment is a plus
- Effectively organized
- Manage priorities
- Understand the specific needs of users
- Define needs
- Document processes and systems
- Approach driven by the project governance
- Uphold a planning to internal teams and providers
- Uphold a budget to internal teams and providers
- Ability to coordinate multiple teams
- Make recommendations
- Assess risks
- Knowledge of IT global security impacts
- Knowledge of global functioning of data bases
- Good command of pack office
- French & khmer are assets
- Intercultural awareness
- Provide clear orientation
- Demonstrate goodwill
- Flexible and agile
- Ability to absorb information
- Solution oriented
- Good capacity of self-management

Statut : VSI ou Contrat local

Détails et contacts :

www.pse.ong for comprehensive information concerning PSE
Applications with cover letter and resume should be sent to rh-france@pse.ong