

## JOB DESCRIPTIONS

**BUILDING TRUST**



Job Title: Key Project Manager	Department: KPM
<p><i>SIKA is a multinational company, with head office in Switzerland. 24,000 employees over 300 factories worldwide. A major partner for all contractors and developers in Cambodia established in Cambodia for 18 years. SIKA manufactures and distributes a large range of construction materials: concrete admixtures, waterproofing, sealing and bonding, flooring, roofing, structural strengthening, we are the leader worldwide.</i></p>	

<p>SIKA has a strategic position to offer for a <b>professional candidate who speaks <u>fluent English (English &amp; Chinese is advantage)</u> with experience in construction / cement industry or fresh graduated.</b> This position is both technical and sales related.</p>	
<b>Location</b>	SIKA Phnom-Penh Head office, Cambodia
<b>Reporting To</b>	Managing Director
<b>Overall Responsibilities</b>	<p>Manage overall KPM (Key Project Management) and KOM (Key Owner Management) of Sika Cambodia. Together with Target Market managers, Marketing and Branch managers, establish and implement strategic plans to win key mega projects in Cambodia. Directly in charge of selected important projects with turnover responsibility and supervise KPM/KOM teams across the country to identify and manage their projects.</p>
<b>Key Tasks &amp; Responsibilities</b>	<ul style="list-style-type: none"> <li>• Identify and assign Key Projects to suitable KPM team member</li> <li>• Manage overall KPM turnover target</li> <li>• Create and maintain best systems to track and manage KPM</li> <li>• Define pricing and discount policy to specific projects</li> <li>• Ensure that the company is well staff to manage KPM with high efficiency level</li> <li>• Work close to Architects, Consultants, Promoters, Owner, Government Technical Officers, Engineering Services Companies, etc. to ensure that Sika standards are included in the main current/future projects.</li> <li>• Supervise and monitor the execution of the key project management with the support of Branches to ensure quality and customer satisfaction</li> <li>• Coordinate with the related departments, handle the collections, claims and disputes with the key projects.</li> </ul>
<b>Performance measured by</b>	<ul style="list-style-type: none"> <li>• Successful approach and supply products to at least 5 national major projects where he/she is in charge</li> <li>• Evidence of KPM team and system active across the country</li> <li>• Strengthening market leader position in Key Projects</li> <li>• Evidence of high level of motivation, “team spirit” and low-level staff turnover due to factors under job holders control. Feedback from customers.</li> <li>• Set Project development objectives are achieved.</li> <li>• Budget achieved with due regard for growth.</li> <li>• Effective cooperation with other departments,</li> <li>• Efficiency records.</li> </ul>
<b>Minimum requirements</b>	<ul style="list-style-type: none"> <li>• Bachelor degree or above</li> <li>• 05-year experience in relevant/ similar works</li> <li>• Analytical, business sense and problem solving skills</li> </ul>

**SIKA (CAMBODIA) LTD.,**

Legacy Business Center, Building #29 street 245 (Mao Tse Tong Blvd), Sangkat Tuol Tom Pong 2, Khan Chamkarmorn, 12308, Phnom Penh, Cambodia Tel: +855 23 901 450 / [www.sika.com.kh](http://www.sika.com.kh)

	<ul style="list-style-type: none"> <li>• Good inter-personnel and management skills</li> <li>• Ability to travel to remote areas on regular base to manage and support KPM</li> <li>• Fluent in both oral and verbal Chinese and English</li> </ul>
<b>Benefit</b>	<ul style="list-style-type: none"> <li>• To be discussed / high package depending on experience and performance / High bonus scheme possible.</li> <li>• Health insurance</li> <li>• Transport provided for work purpose</li> <li>• Experience in an International company and career perspectives</li> <li>• Growing Network in Construction Industry</li> <li>• Training / E-training</li> </ul>

**SIKA (CAMBODIA) LTD.,**

Legacy Business Center, Building #29 street 245 (Mao Tse Tong Blvd), Sangkat Tuol Tom Pong 2, Khan Chamkarmorn, 12308, Phnom Penh, Cambodia Tel: +855 23 901 450 / [www.sika.com.kh](http://www.sika.com.kh)