



JOB OPPORTUNITY

ABOUT REACHS

REACHS is a registered audit firm dedicated to being the most trusted Cambodian accounting firm, upholding the interests of both talents and clients with integrity and professionalism. We believe that delivering high-quality service with integrity creates an ultimate truth, fostering long-term partnerships.

JOB DESCRIPTION

We are looking to hire 1 qualified, dynamic young candidates for the position of business development assistant in our Business Development Departments. Responsibilities include:

- Assist in the identification and evaluation of new business opportunities and markets.
- Conduct market research and analysis to support business development strategies.
- Collaborate with the Business Development Manager and other team members to develop and implement business growth plans.
- Prepare and present reports, proposals, and presentations to internal and external stakeholders.
- Support the development and maintenance of client relationships through regular communication and follow-up.
- Participate in brainstorming sessions and contribute creative ideas for business development initiatives.
- Assist in the coordination and organization of business development events, meetings, and conferences.
- Keep abreast of industry trends, market conditions, and competitor activities.
- Provide administrative support to the Business Development team as needed or assigned by manager.

REQUIREMENT

- Year 4 student or recently graduated with a preference for a business-related degree.
- Strong teamwork skills and the ability to work collaboratively with others.
- Demonstrated creative thinking abilities and curiosity.
- Willingness to learn and adapt in a fast-paced environment.
- Tech-savvy with proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and other relevant software.
- Excellent communication and interpersonal skills.
- Ability to manage multiple tasks and meet deadlines.
- Detail-oriented with strong organizational skills.

POTENTIAL BENEFITS

- Monthly base salary
- Opportunity to gain practical experience in the accounting firm
- Assistance in pursuing CAT or ACCA qualifications and other learning opportunity

How?

Please fill out the application form by clicking "Apply Now" and email us your resume and a cover letter explaining your experience and why you would be a valuable addition to our team.



APPLY NOW



Contact person: Mr. Pov Vicheka
Email: vichekapov@reachspro.com
For more info please call 010 503 332