ព្រះរាជាណាចក្រកម្ពុជា
ជាតិ សាសនា ព្រះមហាក្សត្រ

ក្រសួងពាណិជ្ជកម្ម
លេខ ០៤៤៤ ព.ណ.ស.ស

ថ្ងៃ ២៦ ខែកក្កដា ឆ្នាំរោងឆស័ក ព.ស.២៥៦៧
រាជធានីភ្នំពេញ ថ្ងៃទី ២៣ ខែ មីនា ឆ្នាំ ២០២៦

សេចក្តីជូនដំណឹង

ក្រសួងពាណិជ្ជកម្ម នៃព្រះរាជាណាចក្រកម្ពុជា មានកិត្តិយសសូមជម្រាបជូនដំណឹងដល់សាធារណជន មេត្តាជ្រាបថា លេខាធិការដ្ឋានអង្គការអន្តរជាតិសម្រាប់សន្ធានកម្ម (The International Organization for Mediation – IOMed) បានប្រកាសជាផ្លូវការដល់រដ្ឋសមាជិក អំពីការចាប់ផ្តើមផែនការជ្រើសរើសបុគ្គលិកអន្តរជាតិឆ្នាំ២០២៦ ដើម្បីបម្រើការងារនៅលេខាធិការដ្ឋាននាតំបន់រដ្ឋបាលពិសេសហុងកុង នៃសាធារណរដ្ឋប្រជាមានិតចិន សម្រាប់មុខតំណែងចំនួន ៤ ដូចខាងក្រោម៖

១. Legal Officer at the Case Administration Department (LCA) ១ មុខតំណែង
២. Legal Officer at the Public Relations Department (PR) ១ មុខតំណែង
៣. Legal Officers at the Capacity Building Department (CB) ២ មុខតំណែង។

អាស្រ័យដូចបានជម្រាបជូនខាងលើ ក្រសួងពាណិជ្ជកម្មសូមផ្សព្វផ្សាយព័ត៌មានអំពីការជ្រើសរើសបុគ្គលិកខាងលើ និងលើកទឹកចិត្តឱ្យបេក្ខជនដែលមានលក្ខណៈសម្បត្តិគ្រប់គ្រាន់ដាក់ពាក្យដោយផ្ទាល់ តាមរយៈអ៊ីម៉ែល៖ hr@iomed.int **ឱ្យបានមុនថ្ងៃទី២៧ ខែមីនា ឆ្នាំ២០២៦**។ បេក្ខជនដែលត្រូវបានជ្រើសរើសសម្រាប់ការសម្ភាស នឹងទទួលបានការអញ្ជើញក្នុងរយៈពេល ១ខែ ក្រោយពីថ្ងៃបិទបញ្ចប់ទទួលពាក្យ។ ព័ត៌មានលម្អិតអាចស្វែងរកបានលើគេហទំព័រ៖ https://www.iomed.int/work-with-us/ (ដោយឯកសារពាក់ព័ន្ធត្រូវបានជូនភ្ជាប់)។

សូមអរគុណ!

ព្រះរាជាណាចក្រកម្ពុជា ក្រសួងពាណិជ្ជកម្ម

សូមស្កេន QR Code ខាងក្រោម ដើម្បីទាញយកឯកសារពាក់ព័ន្ធ៖

សម្រាប់ព័ត៌មានបន្ថែម សូមទំនាក់ទំនងមកកាន់នាយកដ្ឋាននីតិកម្ម
នៃក្រសួងពាណិជ្ជកម្ម៖
- លោក ប៉ា លន់ស្មើ៖ ០៧៧ ៣៣២ ០៤៩
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KINGDOM OF CAMBODIA

Nation - Religion - King

Ministry of Commerce

N° 0999 MOC. DLA...

Phnom Penh, 23 March 2026

ANNOUNCEMENT

The Ministry of Commerce of the Kingdom of Cambodia has the honor to inform the public that the Secretariat of the International Organization for Mediation (IOMed) has formally announced the commencement of its 2026 recruitment plan for international staff positions at the Secretariat, located at the Hong Kong Special Administrative Region of the People's Republic of China, for the following 4 positions:

1. Legal Officer at the Case Administration Department (LCA): 1 position
2. Legal Officer at the Public Relations Department (PR): 1 position
3. Legal Officers at the Capacity Building Department (CB): 2 positions

In this regard, the Ministry of Commerce would like to share the announcement of the job opportunities and highly encourage qualified professionals to submit applications individually directly through email to the Secretariat: hr@iomed.int before the deadline of **27 March 2026**. Candidates who have been selected for interview process will receive the information within one month after the deadline. For more information, please refer to https://www.iomed.int/work-with-us/ (along with the attached documents).

THANK YOU!

Please scan the following QR to download attached documents

For more information, please contact Legal Affairs Department of the Ministry of Commerce:

- Mr. Pa Lonrassmey 077 332 049
- Mr. Chen Sovannak 098 588 449

Ministry of Commerce, Lot 19-61, Russian Federation Blvd, Phum Teuk Thla, Sangkat Teuk Thla, Khan Sen Sok, Phnom Penh, Kingdom of CAMBODIA

Phone/Facsimile: (855) 23 866 469

INTERNATIONAL ORGANIZATION FOR MEDIATION

Annex:

Join Our Team and Make a Global Impact

The International Organization for Mediation (IOMed) is the first inter-governmental organization solely dedicated to international mediation. Since its inauguration on October 20, 2025, IOMed has grown to include 39 signatory states and 11 contracting states. IOMed provides mediation service for the settlement of: (1) disputes between States; (2) disputes between a State and a national of another State; (3) international commercial disputes between private parties. Our mission is to advance the peaceful and friendly settlement of international disputes through mediation, thereby fostering harmonious global relations.

We are now seeking highly motivated and qualified professionals to join us in this vital mission. You will contribute directly to the peaceful resolution of international disputes, promote the wider adoption of mediation, and support global peace and security. Ideal candidates will possess sharp analytical abilities, demonstrated expertise in dispute resolution, and a deep commitment to the values and goals of IOMed.

These roles offer a unique opportunity to engage with complex and meaningful challenges in international dispute settlement. If you are prepared to bring professionalism, innovation, and a collaborative spirit to a diverse and dynamic global environment, we invite you to review the detailed vacancy announcement below and submit your application.

Take this opportunity to become a driving force for positive change. Explore the opening and apply today.

Job Opening ID:260201(LCA)

INTERNATIONAL ORGANIZATION FOR MEDIATION

Position Title: Legal Officer
Grade: P-3
Department: Legal and Case Administration Department (LCA)
Duty Station: Hong Kong SAR, China
Nationality Requirement: Applicants may be of any nationality but preference will be given to nationals of Signatory States to the Convention on the Establishment on the International Organization for Mediation.

I. Organizational Setting

The Legal Officer (P-3) serves in the Legal and Case Administration Department (LCA) and supports in the administration of mediation proceedings and the development of its legal and institutional framework. The incumbent reports directly to the Director of LCA.

At the P-3 level, the Legal Officer is expected to work with a high degree of professional independence and provide substantive legal expertise in dispute resolution and institutional legal matters.

II. Duties and Responsibilities

Under the supervision of the Director of LCA, the Legal Officer will:

a) Administer mediation cases, including reviewing submissions for procedural compliance and coordinating with parties and mediators.
b) Draft procedural communications, official notices, and case-related documentation.
c) Contribute to the drafting, revision, and interpretation of mediation rules, code of conduct, and other mediation-related instruments.
d) Support the maintenance of the Panel of Mediators, including liaison with Contracting States and related documentation.
e) Organize the sessions of Governing Council and prepare meeting documentation for the sessions.
f) Conduct legal research and provide advice on matters relating to the IOMed Convention and institutional legal framework.

g) Perform other related duties as assigned.

III. Competencies

a) Professionalism:

Strong knowledge of international law and dispute resolution mechanisms. Demonstrated legal drafting and analytical skills. Ability to interpret and apply legislative instruments. Ability to manage multiple assignments under tight deadlines with attention to detail.

b) **Communication:**

Speaks and writes clearly and effectively. Listens actively and responds appropriately. Adapts communication to diverse audiences. Ensures transparent information-sharing.

c) **Client Orientation:**

Recognizes all service recipients as clients and demonstrates the ability to understand their needs and perspectives. Builds and maintains trusted professional relationships, anticipates emerging issues, and delivers timely, solution-oriented support while keeping clients appropriately informed.

IV. Qualifications

a) Education:

- Advanced university degree (Master's degree or equivalent) in Law. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.
- Specialization in international law or international dispute resolution is desirable.

b) Work Experience:

- Minimum of five years of progressively responsible professional legal experience, including legal analysis, research and writing is required.
- Work experience in an international organization or multilateral environment is highly desirable.
- Experience in case administration within arbitration or mediation institutions is desirable.

c) **Languages:**

- English is the working language of the IOMed Secretariat. For this job opening, English is required.
- French is highly desirable. Spanish or Arabic or Chinese (Mandarin) or Russian is desirable.

Job Opening ID:260202(PR)
Position Title: Legal Officer ✓
Grade: P3
Department: Public Relations Department
Duty Station: Hong Kong SAR, China
Nationality Requirement: Applicants may be of any nationality but preference will be given to nationals of Signatory States to the Convention on the Establishment on the International Organization for Mediation.

I.Organizational Setting:

The Legal Officer (P3) serves in the Public Relations Department (PR) and reports to the Deputy Director of PR.

At the P3 level, the Legal Officer is expected to work with a high degree of professional independence and provide substantive expertise in the management of public relations, including publicity and promotion.

II. Duties and Responsibilities:

Under the supervision of the Head of the Public Relations Department, the successful candidate will:

a) Oversee the legal accuracy of publicized content for the IOMed, including on its website and social media accounts;
b) Plan and execute various meetings and activities of IOMed (e.g. Governing Council meetings, conferences, seminars and receptions);
c) Serve as lead contact for substantive enquiries to IOMed;
d) Handle interviews and publications related to IOMed;

e) Coordinate and draft press releases on IOMed's services and operations;
f) Conduct business development outreach to corporation/entities;
g) Attend to duty visits for IOMed, as required; and
h) Other duties as may be determined in accordance with the needs of IOMed.

III. Qualifications:

The candidate is expected to possess:

a) **Education**: Advanced university degree (Master's degree or equivalent), preferably in communications, public relations or international law;
b) **Professional Qualification:** Admission as a solicitor in a common law or civil law jurisdiction is highly desirable; knowledge of public international law is preferred;
c) **Languages:** Excellent written and spoken command of English. Proficiency in at least one of the following languages is required: Arabic, Chinese, French, Russian, or Spanish. Knowledge of additional languages is a desirable asset;
d) **Skills:** Superior drafting and analytical skills (demonstrated through dissertations, academic essays, or publications). Excellent communication, organizational, and interpersonal skills are required; and
e) **Work Experience**: Minimum of five years of progressively professional experience. Practical experience in public relations is a strong advantage. Previous experience in an international organization or multilateral environment is desirable.

Job Opening ID:260203(CB)
Position Title: Director of Capacity Building Department
Grade: P-5
Department: Capacity Building Department (CBD)
Duty Station: Hong Kong SAR, China
Nationality Requirement: Applicants may be of any nationality but preference will be given to nationals of Signatory States to the Convention on the Establishment on

the International Organization for Mediation.

I. Organizational Setting

The Legal Officer (P-5) serves in the Capacity Building Department (CBD) as the Director of CBD.

At the P-5 level, the Director of CBD is expected to work with a high degree of professional independence, highly motivated and with ability to lead and take initiatives in the works of the Capacity Building Department, including assisting the setting up, the deliberations and workings of the Capacity Building Committee.

II. Duties and Responsibilities

Under the supervision of the Secretary General and later also the Deputy Secretary General of Capacity Building Department, the Director of CBD will:

a) Plan and execute various capacity building activities;

b) Assist in establishing a structured capacity building framework with a mediator training and certification pathway;

c) Collate and ascertain the needs of the international community on mediation and tailor-make capacity building programs to address specific needs;

d) Organize training programs or workshops to address the needs of users for mediation;

e) Draft notices and documentations related to the capacity building activities;

f) Perform other related duties as assigned.

III. Competencies

a)Professionalism:

Strong knowledge of international law and dispute resolution mechanisms. Demonstrated leadership and management skills with result-oriented mindset. Strong analytical power and ability to make sound judgment with reasons. Ability to manage multiple assignments under tight deadlines with attention to detail.

b)Communication:

Speaks and writes clearly and effectively. Listens actively, comprehends accurately and responds appropriately. Adapts communication to diverse audiences. Ensures

transparent information-sharing.

c) **Client Orientation:**

Recognizes all service recipients as clients and demonstrates the ability to understand their needs and perspectives. Builds and maintains trusted professional relationships, anticipates emerging issues, and delivers timely, solution-oriented support while keeping trainers and trainees appropriately informed. Ability to liaise with local partners in various regions and cultures desirable.

IV. Qualifications

a) Education:

- Advanced university degree (Master's degree or above) in Law. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.
- Specialization in international law or international dispute resolution is desirable.

b) Work Experience:

- Minimum of twelve years of progressively responsible professional legal experience, including legal analysis, research and writing is required.
- Practical experience in international dispute resolution is highly desirable.
- Work experience in an international organization or multilateral environment or work experience in professional bodies continuing professional development departments is desirable.

c) Languages:

- English is the working language of the IOMed Secretariat. For this job opening, English is required.
- French is highly desirable. Spanish or Arabic or Chinese (Mandarin) or Russian is desirable.

Job Opening ID: 260204(CB)
Position Title: Legal Officer
Grade: P-3

INTERNATIONAL ORGANIZATION FOR MEDIATION

Department: Capacity Building Department (CBD)
Duty Station: Hong Kong SAR, China
Nationality Requirement: Applicants may be of any nationality but preference will be given to nationals of Signatory States to the Convention on the Establishment on the International Organization for Mediation.

I. Organizational Setting

The Legal Officer (P-3) serves in the Capacity Building Department (CBD) and supports in the development of structured capacity building framework and organizing capacity building activities. The incumbent reports directly to the Director of CBD.

At P-3 level, the Legal Officer is expected to work with a high degree of professional independence, and possesses substantive expertise in the planning, organization and management of capacity building activities.

II. Duties and Responsibilities

Under the supervision of the Director of CBD, the successful candidate will:

a) Oversee and execute various capacity building activities;
b) Assist in establishing a structured capacity building framework with a mediator training and certification pathway;
c) Assist and provide secretarial service to the works of the Capacity Building Committee;
d) Collate and ascertain the needs of the international community on mediation and tailor-make capacity building programs to address specific needs;
e) Organize training programs or workshops to address the needs of users for mediation;
f) Draft notices and documentations related to the capacity building activities;
g) Perform other related duties as assigned.

III. Competencies

a) Professionalism:

Strong knowledge of international law and dispute resolution mechanisms. Sound

analytical power and judgment. Ability to manage multiple assignments under tight deadlines with attention to detail.

b) **Communication:**

Speaks and writes clearly and effectively. Listens actively, comprehends accurately and responds appropriately. Adapts communication to diverse audiences. Ensures transparent information-sharing.

c) **Client Orientation:**

Recognizes all service recipients as clients and demonstrates the ability to understand their needs and perspectives. Builds and maintains trusted professional relationships, anticipates emerging issues, and delivers timely, solution-oriented support while keeping trainers and trainees appropriately informed. Ability to liaise with local partners in various regions and cultures desirable.

IV. Qualifications

a) Education:

- Advanced university degree (Master's degree or above) in Law. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.
- Specialization in international law or international dispute resolution is desirable.

b) Work Experience:

- Minimum of five years of progressively responsible professional legal experience, including legal analysis, research and writing is required.
- Practical experience in international dispute resolution is highly desirable.
- Work experience in an international organization or multilateral environment or work experience in professional bodies continuing professional development departments is desirable.

c) Languages:

- English is the working language of the IOMed Secretariat. For this job opening, English is required.
- French is highly desirable. Spanish or Arabic or Chinese (Mandarin) or Russian is desirable.

INTERNATIONAL ORGANIZATION FOR MEDIATION

The deadline for application is **March 27, 2026**.

Applicants must submit a completed application, including a personal history profile (PHP)/curriculum vitae setting out details of relevant work experience with highlights to indicate that the entry requirements have been met, and a cover letter or any other supporting documents before the stated deadline by email to **hr@iomed.int**. Please make clear reference to the Job Opening ID.

Applicants who are selected for interview will normally receive an invitation within one month from the closing date of application. Those who are not invited for interview may assume that their applications are unsuccessful.