



**សាថាប៉ាណា ធនាគារ**  
**SATHAPANA BANK**

## Assistant, Compensation and Benefits (Nurse)

Based in Phnom Penh, Cambodia.

### Responsibilities

- Check and verify medical and accident insurance claim
- Provide first aid and assist employee in case emergency during working hour
- Control medicine stock, check medicine's expiration date
- Assist employees how to claim insurance from NSSF
- Prepare list of staff pregnancy to declare to NSSF
- Prepare monthly NSSF payment
- Track medical and accident insurance expenses, prepare report, and keep invoice

### Qualifications

- Bachelor degree in Nursing or other related field
- At least one year experience as a nurse
- Good at English and Microsoft Office (Words, Excel and PowerPoint)

### To Apply

- Interested candidates are encouraged to apply via [job@sathapana.com.kh](mailto:job@sathapana.com.kh)
- For more information, please contact us at 023/ 081 999 010/ 096 258 0666 or go to <https://www.sathapana.com.kh/careers/job-opportunity/>