



JAC Recruitment

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Thailand

PR/116188 | General Manager - Travel Agency

Job Information

Recruiter[JAC Recruitment Thailand](#)**Job ID**

1536928

Industry

Tourism

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

May 14th, 2025 07:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Key Responsibilities:

- **Leadership and Management:** Lead and manage the team, fostering a positive and productive work environment.
- **Business Development:** Identify and pursue new business opportunities to expand the agency's client base and market presence.
- **Financial Management:** Oversee budgeting, financial planning, and cost control to ensure profitability.
- **Customer Service:** Ensure exceptional customer service standards are maintained, addressing any issues or complaints promptly.
- **Marketing and Sales:** Develop and implement marketing strategies to promote the agency's services and attract new clients.
- **Operations Management:** Streamline operations to improve efficiency and service delivery.

- **Compliance:** Ensure compliance with industry regulations and company policies.
- **Reporting:** Prepare and present regular reports on business performance to senior management.

Qualifications:

- Bachelor's degree in Business Administration, Hospitality, Tourism, or a related field.
- Proven experience in a managerial role within the travel industry.
- Strong leadership and team management skills.
- Excellent communication skill in Thai and English.
- Strategic thinking and problem-solving abilities.
- Proficiency in financial management and budgeting.
- Knowledge of travel industry trends and regulations.

Company Description