



PR/116813 | Recruiter

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1537083

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

May 14th, 2025 04:00

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

Work Place: Samut Prakan

Work Day : Mon - Sat (Working twice a month on Sat)

Job Description:

- Source candidates using a variety of search methods to build a robust candidate pipeline
- Develop and implement effective recruiting strategies to attract a diverse pool of qualified and capable talent for the organization.
- Collaborate with hiring managers to identify job requirements and draft detailed job descriptions.
- Screen resumes and applications and conduct initial phone screenings to create a shortlist of qualified candidates.

- Schedule and coordinate interviews with hiring managers and other stakeholders.
- Keep abreast of trends and innovative recruiting techniques to be competitive in latest recruitment practices.
- Manage onboarding and new hire process

Qualification:

- Bachelor's degree in human resources, Business Administration, or related field
- 6-7 years+ of recruiting experience preferred
- Good in both English and Thai
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)

Company Description