



PR/117027 | Senior Manager of the General Affairs (GA) Department

Job Information

Recruiter
[JAC Recruitment Thailand](#)
Job ID

1537168

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

April 30th, 2025 16:21

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

Senior Manager of the General Affairs
Salary Range: THB 70,000 – 80,000

Location: Prathum - Thani

Business: Logistics

Responsibility:

- Administrative Management:
- Procurement & Purchasing Management:
- Financial & Risk Compliance:
- General Affairs & Facility Management:
- Leadership & Compliance

Qualification:

- Good command in English
- Bachelor's degree in Business Administration, Finance, Logistics, or a related field.
- Minimum 10 years of experience in administration, procurement, and general affairs.
- Strong knowledge of financial, risk management, and procurement processes.
- Excellent leadership, negotiation, and problem-solving skills.

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Company Description