



JAC Recruitment

We are recruitment specialists around the globe

Thailand

## PR/114814 | HR Manager (Chinese nationality)

## Job Information

**Recruiter**

JAC Recruitment Thailand

**Job ID**

1548889

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

July 8th, 2025 16:53

## 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

Location: Chonburi

Salary: 85,000 THB Up

## Main Purpose:

- Control and manage human resources and administrative tasks to ensure maximum organizational efficiency.

## Job Function:

- Determine the company's human resource management policy, as well as operational strategies and compliance with head quarter policies.
- Establish guidelines to oversee recruitment, compensation, welfare, employee relation as well as human resource development
- Coordinate with other departments to communicate and implement human resource management policies, as well as provide human resource advice.

- Control the company's administrative work such as building, facilities, vehicle and cleanliness
- Establish the performance appraisal mechanism for relevant departments according to the company's needs.
- Other tasks as assigned

#### Qualification & Technical Skills

- Bachelor's Degree in Social science or related field
- At least 10 years experience in human resource and administration management
- Strong knowledge of Labor law, Labour Protection Act BE 2541, Labour Protection Act BE 2551.
- High level of communication skill
- Negotiation and counselling skills
- Good knowledge of ISO 9001/14001
- English and Thai communication skill.

**Notice:** By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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#### Company Description