



## PR/116850 | Recruitment Manager

### Job Information

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

1549042

**Industry**

Tourism

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

July 22nd, 2025 14:00

### 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

Working Day: Working 6 days/week and Day off 5 days/month

Work Location: BTS Accessible

Our Client: We are looking for a dynamic and experienced Recruitment Manager to join our Hotel and Hospitality business.

#### Job Description:

- Build and maintain recruitment funnel for key strategic positions depending on current conditions.
- Build recruiting model to be implemented on department level to help departments better recruit and evaluate candidates.

- Continuously help in certain areas with key interview process to be implemented to departments.
- Identify recruitment requirement with MD - What are Key Deliverables and Key Competency requiring carrying out the business plan? - Validate action to be completed is in line with the current Hotel business plan.
- Oversee recruitment process by using various channels,, Job Posting, Job Screening, Job Interview/Assessment, Job Hiring, On Boarding, Probation follow-up, Probation evaluation and Operational Documentation.
- Keep up-to-date with new recruitment trends to ensure the company can attract and hire the best talents.
- Build strong relationships and partnering with potential sources, channels e.g. universities, faculties, and alumni to attract and promote employer branding.
- Working closely with MD to gain a comprehensive understanding of the company's hiring needs for each position, meet competitive hiring goals and expectations, and ability to advise the line manager to select the most suitable candidates.

#### Qualification:

- Bachelor's/Master's Degree in Organization Development, Human Resource Management, Organizational Behavior and Psychology or other related fields.
- At least 5 years experience in recruitment .
- 0-2 years experience in Hotel industry .
- Good communication skills, negotiation skills and project management skills.
- Strong business acumen with hands-on experience and team player mindset.
- Strong analytical, problem solving and interpersonal skills.
- An ability to demonstrate knowledge of labour law.

**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.

Privacy Policy Link: <https://www.jac-recruitment.th/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.th/terms-of-use>

---

#### Company Description