



JAC Recruitment

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Thailand

PR/117509 | Purchasing Officer

Job Information

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

1549340

Industry

Restaurant, Food Service

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

July 8th, 2025 17:13

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:

- Gather sales consumption data and stock balance quantities for meetings with the marketing team to plan and place monthly container orders, ensuring timely delivery to customers.
- Request samples and price quotes for new products from domestic suppliers and present them to the marketing team for consideration.
- Handle claims and follow up on compensation with suppliers upon receiving information from the logistics section about defective cargoes.
- Obtain product specifications and business licenses from manufacturers to support import applications with the Thai FDA.
- Enhance product knowledge by attending domestic exhibitions.

Qualifications:

- Bachelor's degree in a related field.
- Experience in purchasing is preferred.
- Proficiency in English; knowledge of Japanese is a plus.
- Ability of fast learning is required.

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