



JAC Recruitment

We are recruitment specialists around the globe

Thailand

## PR/117618 | HR Supervisor

## Job Information

**Recruiter**

JAC Recruitment Thailand

**Job ID**

1549479

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

July 8th, 2025 17:14

## 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

Job Title: HR Supervisor

Salary: Depends on experience, open to discuss

Location: Ladkrabang Industrial Estate

Working time: Monday – Friday 8.30 – 17.30 P.M.

Job Description:

- Help build talent development pathways in the business department.
- Analyze HR structure and provide data for workforce planning.
- Support job analysis and optimize roles and staffing.

- Create employee communication and care platforms; hold regular feedback sessions.
- Track and analyze employee turnover; support retention strategies.
- Manage staff-level evaluations (probation, promotion, etc.).
- Accurately calculate wages and labor costs; analyze monthly trends.
- Determine IE unit prices, verify work standards, and analyze wage data.
- Set training goals for key talent and oversee learning plans.
- Supervise workplace safety, injury prevention, and incident follow-up.
- Use tools like Office, OA, EHR, and Chengyi systems.

Qualification:

- Bachelor's degree in Human Resources, Management, Psychology or Business related majors.
- Familiar with labor law and human resource management laws and regulations
- Proficient in the functions of this department and the responsibilities of this position
- Excellent communication skills in English.
- Strong organizational skills and attention to detail.
- Ability to work collaboratively in a multicultural environment.
- Able to work independently and collaboratively in team environments.

Benefits:

- Bonus depends on company benefits
- Health Insurance
- Provident Fund
- Meal Allowance 60 THB / Work Day

**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>

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## Company Description