



PR/117849 | Purchasing & Logistic Staff

Job Information

Recruiter
[JAC Recruitment Thailand](#)
Job ID

1554677

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

August 12th, 2025 10:23

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

Position : Purchasing & Logistic staff

Location: Amatacity Panthong, Chonburi

Job Description

- Responsibilities for direct product
 - Rails, Ropes, Electric Wires, Control Cables, Bearings, Hoists)
- **Order Processing** – Handle purchase orders and coordinate with suppliers.
- **Import Procedures** – Manage import documentation and customs clearance.
- **Delivery Schedule Management** – Monitor and coordinate delivery timelines to meet customer requirements.

- **Inventory Management at BBN Warehouse** – Track and control stock levels to ensure product availability.
- **Quality Control and Related Tasks** – Support inspection and quality assurance activities as required.
- **Inventory Control:** Overseeing the inventory within the warehouse to ensure everything is accounted.
- **Parts Shortage List:** Monitoring and following up on parts that are in short supply.

Qualification

- Experience in import-export, purchasing, buyer, or supply chain role at least 2 years
- Bachelor's degree in related field
- Good English skill if have TORIC 600 score up would be plus.
- solid knowledge for supply chain job and incoterm

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