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JAC Recruitment Vietnam

PR/095056 | Interior Supervisor

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1554692

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

August 12th, 2025 10:30

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

Hanoi

Company and Job Overview

A reputable construction company dedicated to delivering top-tier interior fit-out and construction projects throughout Vietnam.

Job Responsibilities

- Attend client and site meetings to align on project goals and client expectations.
- Oversee site logistics, including material procurement, inventory management, and resource scheduling.
- Address on-site challenges swiftly, collaborating with relevant stakeholders to implement effective solutions.
- Track project progress, ensuring adherence to design plans, safety standards, and regulatory requirements.

- Direct and manage all on-site interior construction and fit-out activities to ensure projects meet deadlines and quality expectations.
- Perform regular site inspections, identifying and reporting any discrepancies or delays to the Project Manager.
- Coordinate with subcontractors, vendors, and project teams to streamline operations and resolve issues.
- Maintain detailed records, including daily logs, material consumption, and project milestones.
- Enforce strict compliance with health and safety protocols across all site operations.

Job Requirements

- Degree: Bachelor's degree in Construction Management, Interior Design, Architecture, Civil Engineering, or a relevant.
- Experience: Open to fresh graduates or candidates with 1-3 years of experience in construction or interior fit-out supervision.
- Excellent communication, time management, and problem-solving abilities.
- Ability to work independently while thriving in a collaborative team setting.
- Flexibility to travel and work across multiple job sites as needed.
- Familiarity with interior fit-out materials, construction techniques, and technical drawings is preferred.
- Proficient in Microsoft Office; experience with AutoCAD or project management tools is an advantage.

Benefit

- Competitive salary and benefits package
- High-performing, multicultural working environment.
- Continuous learning and development opportunities.

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Company Description