



PR/118031 | Recruitment Sr. Officer / Supervisor

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1557730

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

September 9th, 2025 10:15

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:

- Lead and manage recruitment activities to ensure effective manpower planning, sourcing, screening, and hiring of qualified candidates in a timely and cost-efficient manner.
- Conduct interviews, assess applicant qualifications, and provide recommendations to hiring managers.
- Uphold high recruitment standards and ensure all processes are professional, consistent, and aligned with company policies.
- Facilitate and analyze exit interviews across all levels, ensuring feedback is translated into actionable improvements.
- Build and maintain strong relationships with universities, employment agencies, and other talent sources.
- Promote equal employment opportunities and ensure compliance with non-discrimination policies.
- Deliver qualified candidates to meet staffing needs in a competitive labor market while optimizing recruitment costs.

- Oversee student internship and cooperative education programs to enhance the company's reputation and social responsibility.
- Support additional HR-related tasks as assigned.

Qualifications:

- Bachelor's degree in any field.
- Solid understanding of Thai labor laws and relevant statutory requirements.
- High attention to detail, strong sense of confidentiality, and ability to perform under pressure.
- Excellent interpersonal and communication skills.

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