



タイの求人なら
JAC Recruitment Thailand

PR/118271 | BOI OFFICER

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1562443

Industry

Petrochemical, Energy

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

November 18th, 2025 07:00

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Summary

We are hiring a **BOI Officer** with **at least 5 years of experience** to lead and manage all activities related to Thailand's Board of Investment (BOI) privileges. This role is essential for ensuring full compliance with BOI regulations while maximizing tax incentives, import duty exemptions, and investment benefits for offshore construction and fabrication operations. The position involves cross-functional coordination, government liaison, and strategic advisory to support investment planning, machinery importation, and operational efficiency across fabrication yards and project sites.

Responsibilities

- **BOI Application & Project Management**

- Prepare and submit BOI applications, amendments, and renewals.
- Classify projects under correct BOI activity codes (A1–A3).
- Coordinate with internal teams to compile technical and financial documentation.

- **Privilege Utilization & Compliance**

- Administer tax exemptions, import duty waivers, and corporate income tax holidays.

- Monitor privilege usage and ensure alignment with approved lists.
- Submit statutory reports (S.P.1, S.P.2, tax holiday summaries) and maintain audit-ready documentation.
- **Government Liaison & Audit Coordination**
 - Act as the primary contact for BOI, Customs, Revenue Department, NSTDA, and other agencies.
 - Facilitate inspections and ensure zero non-conformities during audits.
- **Documentation & Internal Controls**
 - Maintain centralized BOI records and document control systems.
 - Support integration with internal asset tracking and reporting tools.
- **Training & Advisory**
 - Conduct internal training on BOI procedures and compliance.
 - Advise management on regulatory changes and strategic implications.

Qualification

- Bachelor's degree in Finance, Accounting, Engineering, or related field.
- Minimum **5 years of experience+** in BOI project management, investment promotion, or regulatory affairs.
- Strong knowledge of BOI laws, investment categories, and reporting requirements.
- Good in English and Thai.
- **Able and willing to travel to company sites in the Eastern and Southern regions of Thailand,**
- Excellent coordination, documentation, and communication skills.
- Experience working with government agencies and managing audits.

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