



PR/095288 | Quantity Surveyor

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1563112

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

October 28th, 2025 10:15

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

Key Responsibilities:

- Assist in tender processes by obtaining quotations and pricing from suppliers.
- Prepare and conduct Requests for Quotation (RFQ) to select subcontractors and suppliers using E-procurement software (training provided).
- Manage subcontractor contracts and evaluate Variation Orders (VO).
- Prepare procurement reports for the Site Team, Global Procurement Department, and other relevant departments.

Requirements:

- Age between 23 to 35 years old.
- Bachelor's degree in Economics of Construction.
- Solid understanding of tendering and post-contract work.
- Minimum of 2 years of experience in Quantity Surveying (QS) or procurement work, with hands-on experience in construction contracts.

Skills & Competencies:

- Strong negotiation, writing, and communication skills in both English and Vietnamese (TOEIC/IELTS certification preferred).
- Logical thinking and effective time management.
- Team-oriented, supportive, and committed to long-term career development.

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Company Description