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JAC Recruitment Thailand

PR/118543 | General Manager – Administration

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1566540

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

January 20th, 2026 05:00

General Requirements

Minimum Experience Level

Over 10 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

Job Summary:

Seasoned leader with proven expertise in driving strategic and operational excellence across multiple corporate functions. Skilled in aligning HR, Finance, IT, Legal, and Procurement strategies with business objectives to ensure sustainable growth and compliance.

- **HR & Organizational Development:** Spearhead workforce planning, talent management, and employee engagement initiatives while ensuring compliance with labor laws and fostering a strong organizational culture.
- **Financial Leadership:** Oversee accounting, finance operations, budgeting, and risk management, delivering actionable insights to support executive decision-making.
- **IT & Digital Transformation:** Ensure IT governance, cybersecurity compliance, and lead digitalization projects to enhance efficiency and data integrity.
- **Legal & Compliance:** Monitor corporate governance, regulatory compliance, and risk controls, coordinating with external counsel as needed.
- **Procurement Strategy:** Direct purchasing operations, supplier management, and cost-saving initiatives to optimize procurement efficiency and transparency.

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.

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Company Description