



PR/118784 | Import-Export

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1572266

Industry

Business Consulting

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

January 13th, 2026 10:33

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Our client is Greenfield Electronics Manufacturing Industry. They are looking for a potential candidate who can fulfill their requirement as following;

Position : Import-Export Specialist

Business Type : Electronics Manufacturing Service

Working day : Mon – Fri

Location : Mueang, Chonburi

Benefit :

- Salary: Total Package as 40,000 – 50,000 THB/ month (Depend on experience)

Qualifications:

- Bachelor's degree in Logistics&Supply chain Management,Business Administration or relate field.
- **Minimum 5** years experience in Logistics,Import-Export and BOI .
- **Good command in English can communicate.(Able to report Expat Boss)**

Job description

- Manage import procedures for machinery from Oversea.
- Handle the import of components and materials required for EMS implementation.
- Coordinate with suppliers, freight forwarders, and customs brokers to ensure timely and accurate delivery.
- Prepare and maintain shipping documents, invoices, Packing list and customs clearance paperwork.
- Monitor logistics schedules and proactively resolve any shipment-related issues.
- Ensure compliance with BOI regulations and other relevant trade laws.
- Maintain accurate records of all import/export transactions.
- Provide reports and documentation to management regarding international trade activities.

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