



## PR/119391 | IMPORT OFFICER

### Job Information

**Recruiter**

JAC Recruitment Thailand

**Job ID**

1585958

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

May 5th, 2026 13:00

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Daily Conversation

**Minimum Japanese Level**

None

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

Our client is Global of packaging films business . They are looking for potential candidate who can fulfill their requirement as following;

Position : Import Officer

Business Type : Packaging film

Working day : Mon – Fri Benefit :

- Salary: Total Package as 30,000 – 35,000 THB/ month
- Bonus

**Qualifications:**

- Bachelor's degree in Logistics&Supply chain Management,Business Administration or relate field.
- **Minimum 3** years experience in Logistics,Import-Export.
- **Good command in English can communicate with global team.**

#### Job description

- Handle daily import, shipping issues and documents for customs formalities.
- Prepare Document Invoice/Packing list import -export Submit to customs clearance process.
- Coordinating with shipping and freight forwarders regarding customs processes.
- Prepare import and export documents, according to the applicable customs rules.
- requirements.
- Contact and cooperate with customer in order to prepare all relate document for import & export shipment.
- Resolve problem proactively before difficulties escalation.
- Deal on any claim that cause from Transportation, logistics and 3PL till the case
- HS Code checking and import license apply for daily shipment.
- completely.
- Involve and advise on packaging design to comply concerned regulation.
- Review log cost and control shipping cost to align with company budget and plan.
- Handle import DG materials.

**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