



PR/119436 | Purchasing Manager

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1586594

Industry

Other (Trade)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

May 12th, 2026 12:01

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

Position: Purchasing Manager

Salary: 35,000 – 65,000THB +/- (Negotiable)

Location: Pathum Thani

Our client is a well-known manufacturer and supplier of industrial components, specializing in metal fasteners.

Key Responsibilities of the position:

Procurement, Supplier Management & Supply Chain

- Support end-to-end purchasing activities from requisition to payment, including order placement, delivery tracking, and issue resolution.

- Verify order accuracy against supplier agreements and demand forecasts.
- Ensure supplier tooling meets customer standards through validation and periodic audits.
- Source, assess, and onboard new suppliers; negotiate contracts, pricing, and terms; conduct performance evaluations.
- Negotiate and implement agreements to reduce overall costs in materials, logistics, tooling, and freight.
- Maintain compliance with BOI and import/export regulations by aligning documentation and processes.
- Prepare management reports on purchasing volumes, cost savings, and expense analysis.

Supplier Performance & Documentation Control

- Evaluate supplier performance, request corrective actions, and monitor improvements.
- Manage supplier documentation for new models, customer requirements, and audit readiness.

Additional Responsibilities

- Carry out other tasks as assigned by the Purchasing Manager or senior management.

Qualifications

- Education: Bachelor's degree in Business Administration, Supply Chain, Logistics, or a related discipline.
- At least 5 years of experience in purchasing, sourcing, or supply chain management, preferably within manufacturing (fastener industry will be a plus).
- Strong skills in negotiation, communication, and analysis.
- Knowledge of ISO standards, BOI procedures, and ERP systems.
- Proficient in English (written and spoken).
- Skilled in Microsoft Office, particularly Excel.
- Demonstrated leadership in staff training, problem-solving, and enforcing procurement protocols.

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