



PR/119453 | Assistant Manager of Sales and CS

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1586604

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

April 14th, 2026 10:40

General Requirements

Minimum Experience Level

Over 6 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

Responsibilities:

- Develop and expand Sea Freight (Ocean Freight) business
- Handle and follow up own customer accounts as a Sales representative
- Coordinate with Customer Service (CS) team to resolve issues and claims
- Record Sales & Costs in the system and approve invoices, billing, and payment requests
- Prepare and issue quotations for customers, Japanese HQ, and overseas branches
- Support Japanese Manager in quotation preparation and cost checking
- Source suitable subcontractors and maintain good business relationships

- Prepare weekly sales reports and sales forecasts
- Manage subordinates' workload, attendance, performance, and work attitude
- Potential future promotion to Manager based on performance

Qualifications:

- Experience in the Freight Forwarder business
- Strong knowledge of Sea Freight operations, including Ocean Freight, Customs Clearance, and Inland Transportation.
- Strong background in both Sales and Customer Service
- Bachelor's Degree in any relevant field.
- Good command of English (speaking & writing).
- Proficient in Microsoft Office (English version).
- Positive attitude, good interpersonal skills, service-minded, motivated, and able to work well under pressure.
- Able to drive and use own car for customer visits

Benefits:

- Position Allowance
- Fuel allowance for commuting and customer visits
- Bonus
- Medical expense coverage beyond Social Security (reimbursed up to 95%)
- Life and accident insurance
- Social Security Fund
- Annual health check-up (free)
- Compensation Fund
- Wedding gift money
- Childbirth gift money
- Annual New Year party
- Paid annual leave (from 2nd year: 6 days)

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