



PR/119527 | Consultant

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1598939

Industry

Business Consulting

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

June 26th, 2026 10:47

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Key Responsibilities:

1) Issues Analysis

Interview clients to understand their situation and conditions, and conduct analysis to identify root causes of the issues and improvement areas.

2) Solution Design

Workshop Project: Design the overall concept and the content (e.g., objectives, topics, and activities) of the workshop based on existing workshops or customize it based on the client needs.

Consulting Project: Find and design the best steps of problem solving for the client's issue based on the interview and

analysis conducted.

3) Project Management

- Plan and oversee the project from the start to its completion, making sure its done smoothly, in a timely manner and to the satisfaction of the clients.
- Workshop Project: Collaborate with the team to design workshops by delegating tasks to the right person and monitoring the overall timeline. Communicate and coordinate with the client to make necessary preparation (e.g., participant information, venue setup, and online tools access check) and update the progress.
- Consulting Project: Clearly define the project scope and timeline, and communicate it transparently to manage client expectations. Collaborate with the team to design the solution by delegating tasks to the right person and monitoring the overall progress. Regular update project status and discuss the output with the client through meetings.

4) Project Delivery

- Communicate with client's decision maker and collaborate with involved parties, internal and external, to successfully implement the project.
- Workshop Project: Prepare necessary materials/tools and run workshops as a supporter or the main facilitator for leader to management level participants.
- Consulting Project: Act as the main consultant, preparing discussion papers and facilitating meetings with clients.

5) Business Development Support

- Maintain relationship with client's decision maker to obtain new project leads.
- Prepare, present and close proposals for workshop and consulting projects as a PS (Proposal Supporter)
- Generate sales target
- Work with the BD team to boost sales through free seminars and lectures.

Qualification:

- Bachelor's degree or higher in Human Resources, Business Administration, or related fields
- 7+ years of experience in HRD, HROD, or HR Consulting
- Experience in HRD / OD program design, workshops, or consulting projects
- Strong client-facing consulting and needs analysis experience
- Solid understanding of HRD and Organizational Development concept
- Good command of English; Thai fluent

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