



JAC Recruitment

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JAC Recruitment Thailand

PR/119747 | Project Execution Coordinator

Job Information

Recruiter

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Job ID

1599023

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

August 9th, 2026 06:00

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

1. Coordinate and manage project activities from order to delivery
2. Follow up on project progress, timelines, and ensure on-time delivery
3. Work closely with sales, supply chain, and service teams
4. Support documentation, such as invoices, reports, and project records
5. Coordinate with suppliers and internal teams to ensure smooth operations
6. Monitor and report project status, including any issues or risks

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