



PR/120057 | BOI &

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1603116

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

August 18th, 2026 13:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Basic

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Responsibilities

- Handle BOI documentation, reporting, and compliance activities.
- Coordinate with government authorities and internal departments.
- Maintain BOI records, raw material control, and related reports.
- Support ISO 9001 / ISO 14001 systems and audit activities.
- Manage document control, corrective actions, and KPI monitoring.
- Ensure compliance with company procedures and regulations.

Qualifications

- Bachelor's degree.
- 2–5 years' experience in BOI, ISO, Compliance, or Manufacturing environment.
- Knowledge of BOI regulations and customs procedures.
- Familiar with ISO 9001 and/or ISO 14001.
- Strong coordination, documentation, and attention to detail.
- Able to work under pressure.
- Has driving license.

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Company Description