



PR/096250 | Operation Manager

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1614234

Industry

Tourism

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

September 22nd, 2026 10:40

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

Company Overview

A company in the wellness and hospitality services industry is hiring an Operation Manager to oversee the daily operations.

Job Description

- Oversee daily club operations and facility standards.
- Lead and schedule the front-of-house and support teams.
- Monitor member feedback and resolve operational issues.
- Manage bookings, schedules, vendors, and maintenance.

- Support hiring, onboarding, and team performance management.

Qualifications

- 3+ years of experience in operations or facility management.
- Strong people management and vendor management skills.
- Hands-on, organised, and comfortable working on-site.
- Strong Vietnamese and English communication skills.
- Comfortable with Excel, Google Sheets, and scheduling systems.
- Luxury hospitality experience is strongly preferred.
- Interest in wellness, fitness, or hospitality is a plus.

#LI-JACVN

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Company Description