

PR/120615 | Store Construction Coordinator

Job Information

Recruiter
JAC Recruitment Thailand

Job ID
1621190

Industry
Restaurant, Food Service

Job Type
Permanent Full-time

Location
Thailand

Salary
Negotiable, based on experience

Refreshed
November 3rd, 2026 10:59

General Requirements

Minimum Experience Level
Over 1 year

Career Level
Mid Career

Minimum English Level
Basic Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

The Store Construction Coordinator role plays a key part in planning and coordinating store design and construction projects. The position covers interior layouts, permit documentation, on-site progress monitoring, and coordination with vendors and business partners.

Responsibilities

- Prepare interior design plans and layout drawings, and manage store construction projects
- Create drawings and provide support for building permit and interior decoration permit applications
- Monitor construction progress, supervise on-site work, and provide progress reports
- Handle applications and documentation related to building permits, renovation permits, and other regulatory approvals
- Prepare construction-related reports and project documentation
- Coordinate and communicate with vendors and business partners in Taiwan and Japan

- Perform other duties as assigned by management

Requirements

- Knowledge of interior design planning, layout drawings, or store construction coordination
- Ability to prepare and manage permit applications, construction reports, and project documentation
- Strong coordination and communication skills for working with vendors and international business partners

About the company
A company in the restaurant industry with an established presence in international markets. The company focuses on developing and operating dining establishments while continuing to expand its business operations.

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Company Description