JAC Recruitment

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JAC Recruitment Thailand

PR/120830 | Customs & Shipping Coordinator

Job Information

Recruiter
JAC Recruitment Thailand

Job ID
1623950

Industry
Logistics, Storage

Job Type
Permanent Full-time

Location
Thailand

Salary
Negotiable, based on experience

Refreshed
November 24th, 2026 10:22

General Requirements

Minimum Experience Level
Over 3 years

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

Position : Customs & Shipping Coordinator

Job Responsibilities :
- Coordinate with the Laem Chabang Customs Office (LCB Customs Office) regarding customs-related matters, including amendment declarations, cargo inspections, and communication with customs officers.
- Handle document delivery and collection with terminal operators, including submitting withholding tax certificates and collecting local charge receipts and related documents.
- Travel regularly between the Laem Chabang office and port terminals using a company vehicle to support daily operations.
- Coordinate closely with the TD Operations Team to prioritize and process daily port access permits (Shore Passes).

Qualifications :
- Vocational Certificate (High Vocational Certificate or above preferred). Work experience and practical capability will be strongly considered.
- Experience in Customs and Shipping Operations at Laem Chabang Port.
- Strong coordination, negotiation, and problem-solving skills.
- Experience working directly with customs officers at Laem Chabang Port.
- Valid driver's license required. Ability to drive a manual transmission vehicle is an advantage.
- Possession of a Customs Broker License is highly preferred.

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