



PR/116810 | Talent Acquisition

募集職種

人材紹介会社

ジェイ エイ シー リクルートメント タイランド

求人ID

1537081

業種

その他（メーカー）

雇用形態

正社員

勤務地

タイ

給与

経験考慮の上、応相談

更新日

2025年04月30日 16:20

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Work Place : Pathum Thani

Working Day : Mon-Fri

Job Description:

- Manage end to end recruitment process, candidate hiring process and candidates' pipelines to ensure a positive candidate's experience including counseling the candidate on corporate benefits, salary, and corporate environment, proceeding with the offer documentation, and ensuring smooth onboarding process.
- Partner with the hiring manager to identify staffing needs in different areas and department.
- Plan interview and selection procedures, including initial screening calls, assessments, and interviews.
- Stay abreast of talent market trends and challenges of the external competitive environment, and advise hiring

managers and HR accordingly, and build networks with external industry sources to identify qualified passive candidates. Enthusiastically provide information, as needed, to both internal employees and external candidates, while always representing the department and company in a professional manner.

- Keep records of all materials used for recruitment, including interview notes and related paperwork, to share with key stakeholders.
- Collaborate in an employer branding initiatives/recruitment marketing to represent the company internally and externally at events with a goal of networking and relationship building with potential candidates' communities.
- Engage with Universities, take part in roadshows, give presentations and other firm activities that lead in promoting Chromalloy Thailand Branding and build awareness to universities and students.
- Manage recruitment agencies and partners for respective requisition. M
- Maintain and update recruitment procedure, recruitment status report, HC report, and HC budgeting activities.
- Work closely with manager / hiring manager
- Create monthly and yearly reports to track vacancy movements company – wide
- Take steps to ensure positive candidate experience as requirement
- Develop talent acquisition strategies and hiring plans
- Enable a team of recruiters by managing, mentoring, coaching and developing their performance

Qualification:

- Bachelor's degree or master's degree in human resources, HRM / HRD, Psychology, Political Science, Business Administration or any field
- At least 7-10 years working experience in Manufacturing
- Experience in talent acquisition with the multi-national company
- Excellent in English communication (Writing, speaking, listening, and reading) • Proficiency in MS office (Excel, PowerPoint and Word)
- Hands-on experience in succession planning, career development planning, competency development.
- Able to coordinate with other functions.
- High organized, proactive, dynamic energetic and highly self-disciplined.
- Good knowledge of talent management and succession planning methods.
- Excellent decision making and organizational skills.
- Outstanding managerial skills

会社説明