



## PR/117290 | Training and Development Manager (Japanese-speaking N2+)

### 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

1540450

#### 業種

レストラン・フードサービス

#### 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05月20日 12:17

### 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

Job Title: Training and Development Manager (Japanese-speaking N2+)

Working Hour: Monday – Friday 8.30 – 17.30

Location: Bangkok (near BTS)

Salary: To be discussed

Qualifications:

- Bachelor's degree or higher
- Proficiency in Japanese (JLPT N2 or higher)
- Prior experience in Training

#### Key Responsibilities:

##### Design and Implement Comprehensive Training Systems

- Develop sales training programs in line with company policies
- Identify and organize essential skills for store operations
- Establish PDCA cycles for training programs and assess their effectiveness

##### Manual Management

- Create and update operational and training manuals
- Enhance manual content based on field feedback

##### Plan and Produce Training Videos

- Design and develop training materials
- Coordinate with video production companies to oversee production
- Evaluate and refine training videos

##### Develop and Implement 1-on-1 Systems (in collaboration with HR)

- Create guidelines for 1-on-1 discussions
- Plan and conduct 1-on-1 training sessions for store and area managers
- Monitor and improve the effectiveness of 1-on-1 sessions

##### Develop Store Inspection Guidelines

- Establish and regularly review store evaluation criteria
- Standardize store inspection processes
- Develop feedback systems from store evaluations and support improvement initiatives

##### Develop and Manage Meeting Systems

- Design meeting systems for training-related discussions, such as store and area manager meetings
- Prepare agendas, documents, and support meeting execution
- Standardize meeting content and create effective communication systems

#### Benefits:

- Health Insurance
- Annual Leave
- Performance/results-based Bonus
- Transportation/ Business Trip Allowance