



## PR/117668 | Sales Assistant (Japanese Speaking)

## 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

1552399

## 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09月16日 05:00

## 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:** Sales Assistant (Japanese Speaking)

**Location:** Bangkok, Thailand

**Job Type:** Full-time, Monday - Friday from 08:00 to 17:00

## Responsibility:

- Support Salesperson in sales document such as quotation, invoice, etc.
- Coordinate with client in gathering requirements, follow-up on delivery, etc.
- Handle existing key clients and maintain good relationship with them.

- Other tasks as assigned.

**Qualification:**

- Bachelor's Degree in any field.
- New graduates are welcome!
- Proficient in Japanese (minimum intermediate or JLPTN3 level).
- Proficient in English (minimum a conversational level).
- Experienced in sales or sales support function will be a plus!

**Benefits:**

- Annual bonus
- Salary increment
- Transportation allowance
- Overtime
- Health insurance
- Annual leave

**How to Apply:** If you meet the qualifications and are excited about this opportunity, please submit your resume and a cover letter by click "APPLY" We look forward to hearing from you!

**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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Terms and Conditions Link: <https://www.jac-recruitment.th/terms-of-use>

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会社説明