



PR/117811 | Customer Service

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

1553885

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 13:00

応募必要条件

キャリアレベル

中途経験者レベル

英語レベル

無し

日本語レベル

無し

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

Our client is a global Freight Forwarding business. They are looking for a potential candidate who can fulfill their requirement as follows;

Position : **Customer Service Staff**

Business Type : Freight Forwarding

Working day : Mon – Fri 08.00-17.00 Alternative Saturday working (8:00-12:00 Half day working)

Location : Sriracha, Chonburi

Benefit :

- Salary Total Package 30,000 – 40,000 THB/ month
- Bonus
- Provident fund
- Insurance

Qualifications:

- Bachelor's degree in Business Administration, Business English, Logistics and chain Management, or related field.
- Minimum 5 years of Customer Service in the Freight Forwarding field.(Air Freight)
- **Good command in English and can communicate with Oversea Customers.**

Job description

- Coordinate and support sales team activities, freight forwarder ,shipping and clients to provide professional services.
- Maintain good relationship with customer, handling the daily delivery import – export matters and ensure supply of goods on time.
- Responsible for receiving customer orders, reconciliation and billing.
- Responsible for placing orders with suppliers, and tracking orders to complete the payment, reconciliation with suppliers against payment.
- Documentation Management: Prepare and verify shipping documents, including bills of lading, invoices, and customs documentation.
- Communicate customer feedback and insights to relevant teams to drive product and service improvements.
- Customer Relationship Management: Foster strong, long-term relationships with customers to enhance satisfaction and drive business retention.

Interested and qualified applicants, please send your application letter and full "CV Resume" with current salary package and indicating expected salary together with recent photo by click "Apply Now"

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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会社説明