



PR/118073 | Facility Manager

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

1559016

業種

ITコンサルティング

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10月07日 10:01

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

POSITION: FACILITY MANAGER

BUSINESS: Property Management/Office Building

LOCATION: BANGKOK

SALARY: 100,000 THB

Job Summary

The Facility Manager is responsible for the overall management of an office building or commercial property. This role ensures the building's infrastructure, systems, and services are well-maintained, safe, and efficient. The ideal candidate will have a strong background in building operations, a deep understanding of maintenance and technical systems, and excellent people management and vendor relationship skills.

Key Responsibilities

- Operations Management: Oversee all building operations, including maintenance, repairs, and inspections of electrical, mechanical, plumbing, and HVAC systems.
- Preventive Maintenance: Develop and implement a comprehensive preventive maintenance program to ensure the

- reliability and longevity of all building systems and equipment, minimizing unplanned downtime and repair costs.
- Vendor & Contract Management: Manage relationships with external vendors, contractors, and service providers. Oversee and negotiate service contracts to ensure cost-effectiveness and quality.
- Budget and Financial Oversight: Develop and manage the facility's annual budget, track expenses, and implement cost-saving initiatives without compromising on service or safety standards.
- Safety & Compliance: Ensure the property complies with all local, regional, and national health, safety, and environmental regulations. Implement and enforce emergency preparedness plans and procedures.
- Tenant Relations: Act as the primary point of contact for tenant inquiries, complaints, and requests related to the facility. Ensure a high level of service and satisfaction.
- Team Leadership: Supervise and lead a team of facility staff, including technicians and administrative personnel. Conduct training, performance reviews, and provide guidance to enhance team skills and productivity.

Requirements and Qualifications

- Bachelor's degree in Facilities Management, Engineering, Property Management, or a related field.
- At least 10 years of experience in facility management, with a proven track record of managing commercial or office buildings.
- Strong technical knowledge of building systems, including HVAC, electrical, fire safety, and security. Experience with Computerized Maintenance Management Systems (CMMS) is a plus.
- Excellent problem-solving, negotiation, and communication skills. Ability to manage multiple projects and priorities effectively.
- Certifications: Professional certifications such as FMP (Facility Management Professional) or CFM (Certified Facility Manager) are highly desirable.

#LI-JACTH

#citybangkok

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会社説明