



PR/118271 | BOI OFFICER

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

1562443

業種

石油・エネルギー

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10月21日 10:19

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

Job Summary

We are hiring a **BOI Officer** with **at least 5 years of experience** to lead and manage all activities related to Thailand's Board of Investment (BOI) privileges. This role is essential for ensuring full compliance with BOI regulations while maximizing tax incentives, import duty exemptions, and investment benefits for offshore construction and fabrication operations. The position involves cross-functional coordination, government liaison, and strategic advisory to support investment planning, machinery importation, and operational efficiency across fabrication yards and project sites.

Responsibilities

• BOI Application & Project Management

- Prepare and submit BOI applications, amendments, and renewals.
- Classify projects under correct BOI activity codes (A1–A3).
- Coordinate with internal teams to compile technical and financial documentation.

• Privilege Utilization & Compliance

- Administer tax exemptions, import duty waivers, and corporate income tax holidays.

- Monitor privilege usage and ensure alignment with approved lists.
- Submit statutory reports (S.P.1, S.P.2, tax holiday summaries) and maintain audit-ready documentation.
- **Government Liaison & Audit Coordination**
 - Act as the primary contact for BOI, Customs, Revenue Department, NSTDA, and other agencies.
 - Facilitate inspections and ensure zero non-conformities during audits.
- **Documentation & Internal Controls**
 - Maintain centralized BOI records and document control systems.
 - Support integration with internal asset tracking and reporting tools.
- **Training & Advisory**
 - Conduct internal training on BOI procedures and compliance.
 - Advise management on regulatory changes and strategic implications.

Qualification

- Bachelor's degree in Finance, Accounting, Engineering, or related field.
- Minimum **5 years of experience+** in BOI project management, investment promotion, or regulatory affairs.
- Strong knowledge of BOI laws, investment categories, and reporting requirements.
- Good in English and Thai.
- **Able and willing to travel to company sites in the Eastern and Southern regions of Thailand,**
- Excellent coordination, documentation, and communication skills.
- Experience working with government agencies and managing audits.

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