



## PR/119254 | ESG Department 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

1582452

#### 業種

小売

#### 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

2026年05月26日 04:00

### 応募必要条件

#### 職務経験

6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

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

#### ESG Department Manager

##### Job Responsibilities:

##### A. Corporate Governance

- Develop and execute corporate governance frameworks that comply with relevant laws, Stock Exchange regulations, OECD guidelines, and global standards.
- Coordinate Board of Directors (BOD) and committee meetings, including agenda preparation, documentation, and minute-taking.
- Provide legal and regulatory guidance to the Board and senior leadership.
- Prepare the Corporate Governance Report and documentation for external evaluations such as IOD and SET.
- Monitor governance-related risks and recommend preventive actions.

##### B. Sustainability & ESG

- Define the organization's Sustainability Strategy and roadmap aligned with frameworks such as GRI, TCFD, and the UN SDGs.
- Lead cross-functional ESG initiatives supporting Net Zero, Carbon Neutrality, and Circular Economy goals.
- Prepare Sustainability and ESG Reports in accordance with GRI, SASB, and TCFD standards.
- Track environmental laws and sustainability-related policies.

- Promote a culture of responsibility through CSR and community development programs.
- Develop and monitor systems aligned with ISO 9001 Quality Management System (QMS) to enhance process efficiency, documentation integrity, and continuous improvement within ESG operations.
- Collaborate with internal teams to ensure ESG processes follow ISO 9001 requirements, including risk-based thinking, corrective actions, internal audits, and QMS compliance.

### **C. Compliance & Stakeholder Engagement**

- Oversee compliance with all relevant laws, regulations, and the company's Code of Conduct.
- Manage communication and engagement with stakeholders including investors, regulators, communities, and media.
  
- Evaluate CG and ESG performance and present improvement recommendations.
- Ensure alignment between ESG reporting processes and ISO 9001 standards related to quality control, record-keeping, performance monitoring, and continuous improvement.

### **Job Qualifications:**

- Bachelor's degree or higher in Law, Business Administration, Accounting, Finance, Economics, Environmental Studies, or related fields.
- Certifications in Corporate Governance, Sustainability, ESG, Company Secretary, or ISO 9001 Internal Audit / Lead Auditor are advantageous.
- Strong analytical, project management, and documentation skills.
- Minimum 7–10 years' experience in Corporate Governance, Company Secretary functions, Sustainability, or ESG.
- Background in a public listed company or multinational organization preferred.
- Strong understanding of corporate governance principles (OECD Principles, CG Code), ESG standards, and Stock Exchange regulations.
- Experience implementing or managing ISO 9001 Quality Management Systems, including process development, internal audits, and continuous improvement activities, is a significant advantage.

**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