



JAC Recruitment

タイの求人なら
JAC Recruitment Thailand

PR/120121 | Legal Assistant 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

1604897

業種

監査・税理士法人

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08月25日 12:00

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

流暢

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

The Company is a **Japanese business** and is currently seeking an experienced candidate to join as a **Corporate Legal Assistant Manager**. This position will be responsible for supporting corporate legal, compliance, and governance matters while providing legal guidance to support **the company's manufacturing operations** and business objectives.

Key Responsibilities

- **Provide legal advice and support across a broad range of business activities** to ensure organizational interests are protected.
- **Draft, review, and negotiate commercial agreements, corporate documents,** and other legal instruments while managing potential legal and business risks.
- **Monitor relevant laws and regulations,** assess compliance requirements, and recommend appropriate actions to support business objectives.

- Develop, implement, and maintain internal policies, procedures, and governance standards in line with legal and regulatory expectations.
- Assist in managing legal disputes, claims, and external legal matters, including coordination with outside counsel and regulatory authorities.
- **Advise internal stakeholders** on employment, corporate, and general commercial legal issues.
- **Build strong relationships** with key stakeholders and provide practical legal solutions to support decision-making.
- Lead, coach, and develop team members while ensuring effective execution of legal and compliance activities.

Key Qualifications

- Bachelor's Degree or higher in Law.
- **Minimum 5-7 years of relevant experience** in a legal, compliance, or corporate advisory role.
- **Strong knowledge of commercial law**, regulatory compliance, contract management, and corporate governance principles.
- Demonstrated ability to assess legal risks and provide practical business-oriented solutions.
- Excellent communication and interpersonal skills with the ability to work effectively across all levels of the organization.
- **Strong command of written and spoken English.**
- Proven skills in negotiation, stakeholder management, analytical thinking, problem-solving, and team leadership.

Location: Pathum Thani

Business: Automotive Manufacturing

Working Hours: Monday - Friday, 8:00 AM - 5:00 PM

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.

Privacy Policy Link: <https://www.jac-recruitment.th/privacy-policy>

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

会社説明