



PR/120179 | Sales Support (Event & Media Business) | JLPT N2+

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
1607139

業種
ビジネスコンサルティング

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
2026年08月25日 05:00

応募必要条件

職務経験
3年以上

キャリアレベル
中途経験者レベル

英語レベル
日常会話レベル

日本語レベル
ビジネス会話レベル

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: Sales Support (Event & Media Business) | JLPT N2+
Salary: 30,000 - 50,000 THB/month as a total
Working Hours: Monday-Friday | Hybrid Work Arrangement
Location: Watthana, Bangkok

A well-established company in Thailand specializing in business events, media services, and corporate networking platforms is seeking a **Japanese-speaking Sales Support** professional to join its growing team. The organization works closely with both Japanese and Thai companies to create business opportunities and foster meaningful business connections.

Job Overview

As a Japanese-speaking Sales Support, you will assist in promoting business events, seminars, and advertising solutions while working closely with clients and internal teams. This role offers valuable exposure to business development, marketing, event planning, and B2B relationship management within the Thai and Japanese business communities.

Key Responsibilities

- Support sales activities for business events, seminars, and advertising services.
- Communicate with clients via email and assist in meeting coordination.
- Prepare sales documents, meeting minutes, and proposal materials.
- Attend client meetings and provide administrative support to the sales team.
- Coordinate with internal teams to ensure smooth project execution.
- Support event planning and post-sales project follow-up.

Qualifications

- Bachelor's degree in any field.
- Business-level Japanese (JLPT N2 or above).
- Conversational English skills.
- Strong communication and interpersonal skills.
- Interest in business, marketing, events, and networking.
- Proficiency in PowerPoint and Microsoft Office.
- Eager to learn, proactive, and career-oriented.

Benefits

- Annual bonus.
- Social Security.
- Group Health Insurance.
- Provident Fund (after probation).
- Paid annual leave (6 days from the second year onward).
- Company parties (quarterly or annually).
- Annual domestic company retreat.
- Extended New Year holiday.

Interested applicants, please click **APPLY NOW**. Only shortlisted candidates will be contacted due to the high volume of applications.

#LI-JACTH

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