



PR/115888 | PROGRAM COORDINATOR – Automotive Part Manufacturing

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1504242

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

November 19th, 2024 10:42

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

POSITION: PROGRAM COORDINATOR – Automotive Part Manufacturing

BUSINESS: AUTOMOTIVE PARTS – Plastic / Rubber

LOCATION: PATHUMTHANI

SALARY: 50,000 – 70,000 THB

Job Summary:

The Program Coordinator will be responsible for overseeing and coordinating the successful development and launch of automotive part manufacturing programs. This role requires managing cross-functional teams, aligning timelines, ensuring program profitability, and maintaining customer satisfaction. The Program Coordinator will work closely with engineering, production, quality control, supply chain, and customer service teams to ensure smooth program execution from concept to delivery.

Key Responsibilities:

- Lead the program from initial concept through production launch and post-launch support.
- Develop detailed project timelines, milestones, and deliverables, ensuring alignment with customer expectations and company objectives.
- Monitor program progress and adjust plans as necessary to meet changing requirements or delays.
- Serve as the primary point of contact for customers, ensuring clear communication and maintaining a strong relationship.
- Gather customer requirements, provide regular updates, and manage expectations regarding timelines, costs, and deliverables.
- Address and resolve any customer concerns or issues that arise during the program lifecycle.
- Collaborate with internal departments, including engineering, manufacturing, quality, procurement, and sales, to ensure alignment and efficient execution of the program.
- Facilitate communication between teams to address challenges, optimize processes, and deliver on time and within budget.
- Lead cross-functional team meetings to review progress, identify risks, and implement mitigation strategies.
- Coordinate with suppliers and third-party vendors to ensure timely delivery of parts and materials required for production.
- Ensure alignment with the supply chain team to maintain smooth production flow and material availability.

Qualifications:

- Education: Bachelor's degree in Engineering, Manufacturing, Business Management, or a related field. Master's degree is a plus.
- 5+ years of program management experience, preferably in the automotive parts or manufacturing industry.
- Strong knowledge of automotive production processes, supply chain management, and quality control.
- Excellent leadership and team coordination abilities.
- Strong problem-solving and decision-making skills.
- Exceptional communication and negotiation skills, with experience managing customer relationships.
- Strong English communication skills

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Company Description