



PR/116211 | HR Japanese Speaking

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1510101

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

December 11th, 2024 18:22

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

Job Title: HR (Japanese Speaking)

Permanent position

Location: Bangna, Bangkok

Job Type: Full-time, Monday – Friday from 08:30 to 17:30

Job Responsibility:

- Handle payroll and income tax calculation
- Manage VISA and Work Permit documents

- Other admin tasks as assign

Qualification:

- Bachelor's Degree in any field
- Minimum 1 year of experience in HR Payroll
- Proficient in Japanese (minimum JLPT N2)
- Proficient in English (minimum intermediate level)

How to Apply: If you meet the qualifications and are excited about this opportunity, please submit your resume and a cover letter by click "APPLY" We look forward to hearing from you!

Company Description