



## PR/115042 | Chinese Translator

### Job Information

**Recruiter**
[JAC Recruitment Thailand](#)
**Job ID**

1513060

**Industry**

Automobile and Parts

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

January 21st, 2025 07:00

### 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: Chinese Translator  
 Salary: 40,000-60,000 Baht  
 Location: Amata City Rayong  
 Working Day: Monday - Friday (8.00 am - 5.30 pm)

**Responsibilities:**

- Translate meetings, conferences, presentations, and other events to ensure effective communication.
- Assist with written translation tasks, converting documents, emails, or other materials from Chinese to Thai
- Assist with daily administrative tasks such as managing schedules, organizing meetings
- Schedule and coordinate meetings, conferences, and appointments.
- Support job assigned by GM (Singaporean)

**Qualifications:**

- Bachelor's degree in marketing, Business Administration, or any related fields.
- Good command of Chinese (Mandarin) & English. (HSK5 up)
- With some years' experience in manufacturing environment (Preferred from precision Plastic injection molding industrial).
- Strong communication & interpersonal skill & negotiation skill.

- **Computer proficiency.**

Interested candidate, please send your resume in English (Word format only) along with your recent photo and expected salary to us by E-mail

**JAC Personnel Eastern Seaboard Recruitment Ltd**  
5th Floor, Harbor Mall, 4/222 Moo 10 Sukhumvit Road, Tambol Tungsukla  
Ampher Sriracha, Chonburi 20230  
Contact : Khun Kananuch  
Mobile's no 0635358037  
E-mail: [kananuch.chaloykit@jac-recruitment.com](mailto:kananuch.chaloykit@jac-recruitment.com)

---

Company Description