



PR/116505 | Talent Acquisition Specialist (Supervisor level)

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1516360

Industry

Audit, Tax Accounting

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

January 21st, 2025 10:34

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

OVERVIEW

The Company is Japanese, now seeking for an experienced candidate to join as

Recruiter Staff - Supervisor (Workplace around MRT Silom, BTS Saladaeng, Bangkok)

Position: Recruiter Staff - Supervisor

Location: MRT Silom, BTS Saladaeng, MRT Lumpini, Bangkok

Business: Leasing and Finance

Working hour: Monday – Friday, 8.00 AM – 17.00 PM

JOB RESPONSIBILITIES

- Handle end-to-end recruitment process.
- Coordinate, maintain relationships with related department to understand hiring needs and aligning with business demands.
- Sourcing, screening of candidates through various channels, such as job advertising, network, recruitment agencies, job fairs to ensure the selection of qualified candidates are filled as a minimum requirement in a timely manner.
- Utilize creative opportunities to raise a company branding in the marketplace.
- Facilitate a smooth onboarding process for new hires.
- Other tasks assigned in related job.

JOB REQUIREMENTS

- This position, salary around 25,000 - 30,000 THB
- Graduate in institution of education level, bachelor's degree or higher.
- Experience around 3-4 years' experience in corporate recruiter, HR, Recruiter, Talent Acquisition.
- Ability to communicate in English with foreigners.
- Having TOEIC Score to ensure English skill will be advantage.
- Able to work under pressure and different culture.
- Able to use computer literacy in MS Office, Excel (Pivot, Vlookup) use creative programs (Canva, Photoshop)
- Able to travel to work around MRT Silom, BTS Saladaeng, MRT Lumpini, Bangkok

Company Description