



JAC Recruitment

We are recruitment specialists around the globe

Thailand

## PR/115416 | E-Commerce Executive

## 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

1504085

## 業種

小売

## 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

2024年11月19日 10:38

## 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

ビジネス会話レベル

## 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: E-commerce Executive (Furniture Business)

Location: Sorachai Building, 17th F, Soi Sukhumvit 63, Sukhumvit (BTS Ekkamai)

## Working Hours:

Monday - Friday : 8:00 to 17:00 (Lunch time is 1 hour)

Saturday : 8:00 to 17:00 (Once a month)

## Job Descriptions:

- Understanding of whole E-commerce flow logic and experienced in online marketplace operation.
- Assist in managing brand's official website and marketplace day-to-day operation including online activities, order processing and platform management (Shopee, Lazada & etc).
- Coordinate with order fulfilment team to ensure smooth operation and to achieve strict platform KPI.
- Translation work for NITORI Thailand channels (English to Thai)
- Manage and oversee listing of products and pricing online.
- Manage customers inquiries through online channels.
- Support brand's ecommerce site and SNS account especially customer inquiries (Email, Facebook, Instagram, TikTok & etc).
- Assist in store, social & ecommerce campaigns set up (eg, store opening, 11.11, 12.12 etc).

- Ability to work independently and autonomously in driving projects to completion and overachieving.
- Help out as and when required.
- on-site training will be provided.

Requirements:

- Education: Diploma & above
  - Language: Fluent English (Mandatory\*\*to coordinate across countries when necessary)
  - Knowledge of basic creative skillset will be an advantage. (Eg, Canva, Capcut, Adobe etc)
  - At least 2-years of focused experience in ecommerce / digital industry
  - 100% open minded, flexible & self-motivated individual with minimum supervision.
  - Online website / marketplace managing experience  
(Eg, Shopify, Shopee, Lazada, WooCommerce etc)
  - Understanding of basic web HTML / CSS will be an advantage.
  - Positive, pleasant personality & appearance.
- 

会社説明