



PR/116247 | 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

1506746

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26日 11:24

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.
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会社説明