



PR/116392 | Sales Coordinator

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

1513425

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

2025年01月21日 16:00

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

Our client is Japanese company.

The company specializes in Trading Business

Position: Sales Coordinator

Salary: 25,000 – 30,000THB +/- (Negotiable)

Location: Bangkok Office, Silom Area

Key Responsibilities of the position:

- Coordinate with client and supplier
- Prepare sales document (ex. PO, PR, DO, Invoice etc.)

- Manage material control, product delivery, stock and inventory
- Handle on complain and after sales service
- Other assigned by supervisor or authorized management

Qualifications required:

- Bachelor's degree in any field
- Minimum working experience 1-2 years in Sales Coordinator/ Support
- Have Experience working in a Japanese company in trading industry or logistic
- English level is Business level/Communication level
- Good negotiation and problem-solving skill
- Have knowledge about ERP system is a plus

Interested candidate please submit your updated resume in English by simply clicking "**APPLY**" Contact person **Nichaphat (May)**

会社説明