



PR/116699 | Senior Chief Administrator

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

1523443

業種

土木

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02月25日 10:32

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

OVERVIEW

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

Hotel Management (Workplace around BTS Nana,Bangkok)

Position: Hotel Management

Location: BTS Nana,Bangkok

Business: Construction

Working hour: Monday – Friday, 8.30 AM – 17.30 PM

JOB RESPONSIBILITIES

- Hotel Project Management, Hotel operation project, developed in joint business ventures.
- Collaborate with hotel operating companies and related parties to manage and coordinate the following tasks.
- Coordination of contract matters related to other business activities.
- Coordination related to front office operations, housekeeping operations, food and beverage, marketing and sales operation, facility management
- Conduct project feasibility for land acquisition.
- Study and analyze an opportunity for hotel and real estate business.
- Project presentation to the committees
- Involve in project planning from committee policy.
- Overseeing the development, negotiation and monitoring of agreements between partner companies participating in joint ventures.
- Other tasks assigned in related job.

JOB REQUIREMENTS

- This position, salary around 50,000 - 60,000 THB
- Over 5 years in hotel management.
- Graduate in institution of education level, bachelor's degree or higher in hotel management
- Experience in Hotel management will be advantage
- Ability to communicate in English with foreign boss.
- Fluent in English
- Having TOEIC score to guarantee English skill will be advantage.
- Able to use computer literacy in MS Office, Excel
- Able to travel to work around BTS Nana, Bangkok

会社説明