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# Thailand Salary Guide 2012

## Welcome to the Adecco Thailand Salary Guide 2012.

Welcome to the 2012 Adecco Thailand Salary Guide - an updated and accurate overview of salaries for key positions in Thailand. Each year, Adecco Thailand produces this in-depth study – that is based on our experiences of working with you – our valued clients – and countless encounters with candidates from whom we are able to glean useful information about the job market and salary expectations.

We sincerely hope that this data is of benefit to you as you plan your human resources strategy and budgets for 2012. We have attempted to provide data and details for those positions most in demand in Thailand and that information is most useful for. Each year we see changes to salaries – that reflects not only what is happening in Thailand, but that is also influenced by other global economies that have an impact on Thailand and the Thai economy.

This authoritative document includes salary guidelines for various in-demand positions – showing minimum and maximum salary levels. This information has been gleaned from the Adecco Thailand Database, which stores all Adecco incoming job information and placement details and that is an authoritative and reference point for all salary information. The guide also aims to support human resource professionals by providing details about specific jobs and the number of years experience that given positions require. We have also utilized graphics for ease of reference and for comparative purposes.

Much has happened in 2011 that will influence salaries and the job market in Thailand in 2012. New leadership for the country will see new direction and new job growth. Continued labor and skills shortages in some sectors mean that those with specialist and niche skills will continue to be able to ask for higher salaries and compensation packages. Although we have seen a slow down in many European markets over the past twelve months, there is still a high level of optimism about how Thailand and other regional markets in Asia will perform in 2012.

I always look forward to each new year, as each brings with it new opportunities and new challenges that as teams we can overcome. 2012 will be no different.

We hope that you find the Adecco Thailand Salary Guide of interest and of use with your talent planning for 2012. If you require any additional information, or would like to discuss any specific parts of this guide, then please do not hesitate to contact us.



*Tidarat K.*

Tidarat Kanchanawat  
Country Manager  
Adecco Group Thailand

## About the Adecco Salary Guide

The salary guide is an annual publication produced by the Adecco Group Thailand. The information provided are average salaries derived from positions that Adecco recruited throughout the year 2011. The salaries exclude overtime payment, bonuses and other allowances.

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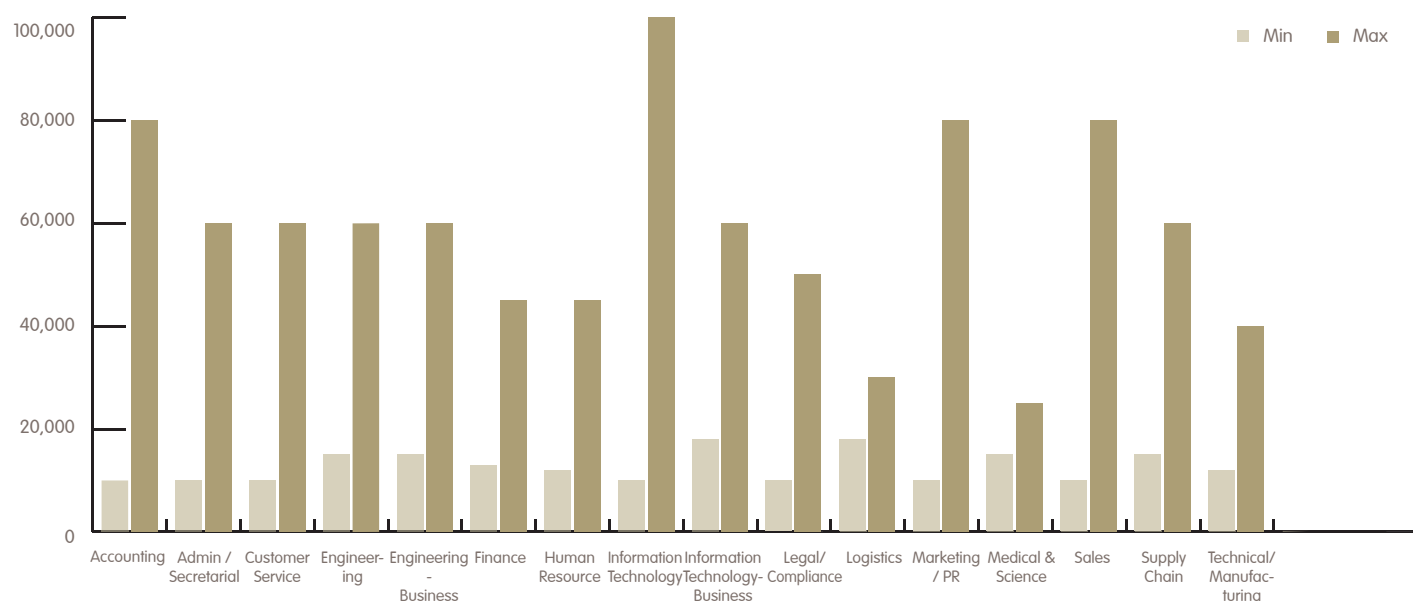
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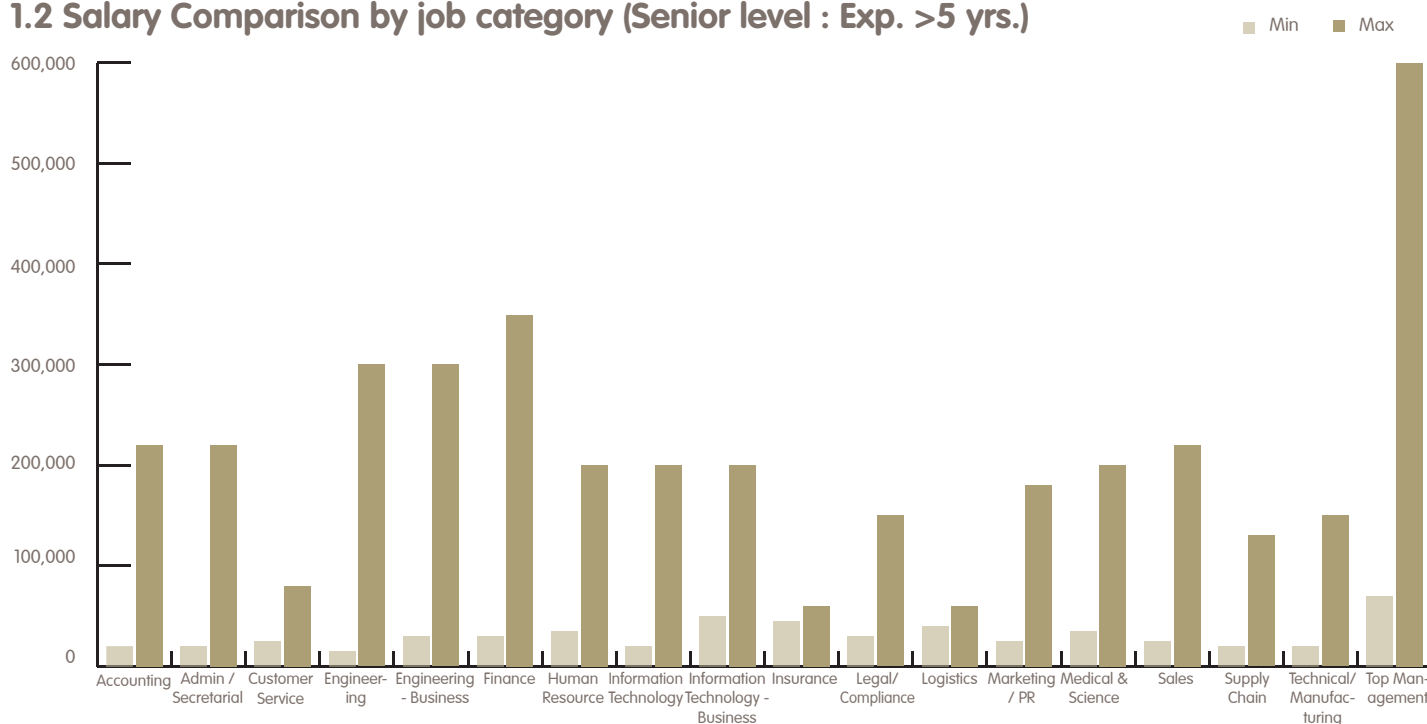
## Part 1: Salary Analysis 2011/2012

### 1.1 Salary Comparison by job category (Junior level : Exp. 0-5 yrs.)



	Accounting	Admin / Secretarial	Customer Service	Engineering	Engineering - Business	Finance	Human Resource	Information Technology	Information Technology - Business	Legal/ Compliance	Logistics	Marketing / PR	Medical & Science	Sales	Supply Chain	Technical/ Manufacturing
Min	10,000	10,000	10,000	15,000	15,000	13,000	12,000	10,000	18,000	10,000	18,000	10,000	15,000	10,000	15,000	12,000
Max	80,000	60,000	60,000	60,000	60,000	45,000	45,000	100,000	60,000	50,000	30,000	80,000	25,000	80,000	60,000	40,000

### 1.2 Salary Comparison by job category (Senior level : Exp. >5 yrs.)



	Accounting	Admin / Secretarial	Customer Service	Engineering	Engineering - Business	Finance	Human Resource	Information Technology	Information Technology - Business	Insurance	Legal/ Compliance	Logistics	Marketing / PR	Medical & Science	Sales	Supply Chain	Technical/ Manufacturing	Top Management
Min	20,000	20,000	25,000	15,000	30,000	30,000	35,000	20,000	50,000	45,000	30,000	40,000	25,000	35,000	25,000	20,000	20,000	70,000
Max	220,000	220,000	80,000	300,000	300,000	350,000	200,000	200,000	200,000	60,000	150,000	60,000	180,000	200,000	220,000	130,000	150,000	600,000

## Part 2 : Salary Guide 2012

### 2.1 Office Positions

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Accounting					
Accounts Payable	Provide clerical support to pay the obligations of the organization. Perform any combination of routine calculating, posting business transactions, processing invoices, and verifying financial data for use in maintaining accounts payable records. Clarify any questionable invoice items, prices, or receiving signatures; obtains accurate information and/or data regarding invoice payments. Assemble invoices for payment.	12,000	40,000	40,000	40,000
Accounts Receivable	Prepare invoices, receipts and tax invoices, follow up customer payment and prepare VAT reports.	12,000	30,000	40,000	60,000
Accounting Analyst	Performs duties related to fixed-asset accounting, bank reconciliation, cost allocation, account closing, financial accounting and balance sheet accounts reconciliation.	15,000	40,000	55,000	100,000
Accounting Assistant	Handle general accounting functions including accounts payable, accounts receivable, and general ledger.	12,000	30,000	30,000	80,000
Accounting Director	Direct, coordinate, and administer accounting operations which may include general accounting, cost accounting, payroll, accounts payable, and accounts receivable. Analyze records of present and past operations, trends and costs, estimated and realized revenues, administrative commitments, and obligations incurred. Plan, direct, and coordinate ledger maintenance, report preparation and operating statistics.	N/A	N/A	70,000	220,000
Accounting Executive / Officer	Record all transactions. Prepare and submit VAT reports. Assist for assets and inventory control and handle general accounting functions.	10,000	55,000	30,000	80,000
Accounting Manager	Ensure accuracy of accounting standards, all management reports, internal and external reporting. Control and monitor daily transactions. Responsible for all accounting and tax matters.	N/A	N/A	40,000	150,000
Accounting & Finance Supervisor (CPA)	Handle all management reporting and involved with analysis tasks. Oversee all operations for finance / accounts, month-end closing, financial statement reports and reporting packages. Maintain and update accounts code and assign cost center number to departments.	35,000	80,000	60,000	120,000
Assistant Account Manager	Manage and control the accounts function and monitor team performance.	35,000	80,000	40,000	70,000
Costing Executive	Support and assist the Factory Controller to support manufacturing management in the decision making processes. Responsible for cost improvements.	20,000	25,000	35,000	70,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Finance & Accounting Manager	Manage financial and accounting functions. Ensure accounting & financial compliance, tax planning, budgeting, reporting and operating expenses.	N/A	N/A	70,000	100,000
Internal Auditor	Assess of the adequacy & efficiency of risk management system of internal control and provide recommend to enhance the control environment to mitigate associated risks.	32,000	40,000	45,000	80,000
Junior Accounts	Record day-to-day transactions, prepare payment vouchers, manage and calculate Tax and handle for Bank reconciliations.	18,000	25,000	35,000	40,000
Project Accountant	Perform cost control activities, record and check expenditure. Monitor process of payments and prepares data for monthly cash calls, withholding tax and income tax submissions.	15,000	50,000	25,000	55,000
Senior Accountant	Responsible for full accounting transaction (A/P, A/R, G/L), balance sheet, financial statement and reporting. Consolidate financial reports to assist management analysis. Ensure all account transactions are accurate and timely.	30,000	40,000	35,000	70,000
Tax Consultant	Prepare monthly and yearly VAT, Corporate Income Tax, provide Tax advisor to business unit and deal with Revenue Department.	30,000	50,000	40,000	120,000

## Admin / Secretarial

Administrative Assistant	Handle documents and support functions, such as filing and other administration functions. Coordinate with internal departments.	12,000	25,000	30,000	55,000
Administrative Director	Responsible for overall Administrative, HR, IT and Purchasing areas. Management functions to take care of other departments. Create new activities for Employee Relation in HR department.	N/A	N/A	150,000	220,000
Administrative Manager	Provide general administrative support to all departments. Handle supplier contract management Coordinate and maintain company's documents and office properties. Supervise and control HR, GA departments.	35,000	40,000	80,000	110,000
Administrative Officer	Responsible for administrative functions and support related sections. Manage document support for related departments. Report directly to the Administrative Manager.	12,000	27,000	32,000	60,000
Administrative Staff	Responsible for administrative tasks, provide support to concerned parties. Hands on some document translations and interpretation if needed.	12,000	15,000	25,000	40,000
Data Entry	Entry the data in to the system	25,000	25,000	35,000	40,000
Executive Driver	The Executive Driver is available to transport executive around the city as required. Duties involve driving, car maintenance & associated duties.	10,000	15,000	20,000	25,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Executive Secretary / PA	Support top Management and handle confidential matters. Responsible for secretarial tasks, appointment arrangements, travel arrangements and other tasks as assigned hands on. Some interpretation in the meetings and document translation required.	25,000	60,000	30,000	80,000
Interpreter	Provide a conversion to Thai / English and vice versa in a range of settings in business meetings, production lines, training, seminar and so on. Hands on document translation.	18,000	60,000	25,000	70,000
Office Manager	Provide general administrative support to all departments. Handle supplier contract management and some accounting tasks (tax, invoice and payroll). Coordinate and maintain company's documents and office properties.	20,000	50,000	40,000	70,000
Project Coordinator	Assist the Project Manager and Superintendent, where applicable, in the day to day duties of a project's administration under the guidance and direction of the project.	20,000	25,000	30,000	40,000
Secretary	Provide secretarial and administrative support to department / senior secretary. Handle all secretarial duties include typing, filing and others tasks as assigned. Hands on role in meeting and document translations.	10,000	40,000	20,000	70,000
Senior / Department Secretary	Provide admin support, handle secretarial tasks such as minute taking, meetings and appointment arrangements, presentation preparation, correspondence, screen calls & mails, travel arrangements and office management for departments.	30,000	40,000	40,000	70,000
Senior Administrator	Responsible in the administrative function and support related sections. Manage document support for related departments. Report directly to the Administrative Manager.	20,000	30,000	35,000	40,000

## Customer Service

Call Center	Manage incoming and outgoing calls. Providing service and information to customers. Handle enquiries and complaints.	10,000	12,000	30,000	50,000
Customer Service	Responsible for greeting and welcoming customers, providing best service to customers and handling enquires & complaints.	15,000	35,000	40,000	80,000
Customer Service Agent	Handle passenger queries regarding the flight and travel documents, process the check-in, inspecting the travel document, handle lost & found issue.	10,000	12,000	30,000	50,000
Customer Service Coordinator	Handle flight preparations (editing & close out), communication to internal & external people, special cases preparation, communication to technical crew and cabin crew, A/C loading, etc.	25,000	35,000	32,000	37,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Customer Service Executive / Order Administrator	Assist the Department Manager in customer service functions including receiving and processing sales orders, delivery tracking and monitoring, communicating and updating customers, preparing job orders, coordinating with operations departments, preparing reports and handling complaints and dealing with related documentation.	10,000	55,000	25,000	55,000
Customer Service Manager	Managing overall functions in the customer service department. Monitor and ensure customer satisfaction. Handling customer complaints and providing solutions to meet customer expectations.	20,000	50,000	40,000	80,000
Receptionist	Responsible for greeting and welcoming guests, handle guest enquiries and complaints, make outgoing calls and answer incoming calls, meeting room arrangements, maids and messengers handling.	10,000	35,000	30,000	40,000

## Finance

Administrative Officer	Responsible for the administrative function and support related section. Manage document support for related department.	13,000	40,000	N/A	N/A
Administrative Staff	Responsible for administrative tasks, provide support to concerned parties. Document translations and interpretation if needed.	13,000	40,000	N/A	N/A
Chief Financial Controller	Responsible for financial analysis, business planning and forecasting. Manage and control finance, accounting and administration department. Ensure accuracy of accounting and financial reports.	N/A	N/A	150,000	350,000
Collection Manager	Create collection programs and manage teams to achieve target.	35,000	35,000	60,000	100,000
Collection Officer	Follow up client loans and prepare collection report.	20,000	25,000	40,000	50,000
Collection Supervisor	Control collection team, create scripts and drive teams to achieve targets.	20,000	25,000	30,000	65,000
Credit Analyst	Analyze and create client portfolio and approve clients' loans.	15,000	45,000	50,000	80,000
Finance & Accounting Manager	Manage financial and accounting functions. Ensure accounting & financial compliance, tax planning, budgeting, reporting and operating expenses.	N/A	N/A	50,000	100,000
Finance Manager	Set up accounting systems, responsible for financial and accounting matters, timely and accurate reporting, instituting, reviewing and maintaining effective financial management systems and internal controls. Cash flow projection and management, Budgeting and variance analysis, review key expenses, monitor inventory and recommend cost reduction programs.	N/A	N/A	60,000	120,000
Financial Analyst	Responsible for business plan development, handle feasibility study for new projects, industry analysis and financial projections, advise and analyze product pricing.	15,000	45,000	40,000	200,000



Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Financial Controller	Oversee the finance and accounting, treasury, budgeting, audit, tax, and purchasing. Responsible for cash flow management. Analyze and review financial statements, financial reporting and business trend analysis.	N/A	N/A	120,000	180,000
Risk Management Analyst	Analyses and manage portfolio delinquency and loss rates. Responsible for delivering credit losses within plan.	17,000	45,000	N/A	N/A
Risk Management Manager	Implement organization's risk management program. Develop systems, policies & procedures for identification, collection & risk analysis.	N/A	N/A	60,000	120,000
Settlement / Operation Officer	Supervise & Monitor day-to-day operations.	25,000	40,000	50,000	80,000
Trade Finance Officer / Executive	Responsible for opening letters of Credit and handle for import/export documents.	16,000	40,000	N/A	N/A

## Human Resource

Administrative Officer	Responsible for the administrative function and support related sections. Manage document support for related departments.	15,000	25,000	N/A	N/A
Administrative Staff	Responsible for administrative tasks, provide support to concerned parties. Document translations and interpretation if needed.	12,000	16,000	N/A	N/A
Assistant HR Department Manager	Manage, plans and develop HR strategies and HR functions for the expansion and development of the business. Assist the HR Manager in managing all HR functions.	15,000	25,000	35,000	50,000
HR - Compensation & Benefit	Be responsible for job evaluation, job grade, salary survey and payroll.	15,000	40,000	45,000	70,000
HR Generalist, HR Specialist	Oversee Recruitment, Training and other specialty departments.	20,000	40,000	40,000	70,000
HRIS	Support HR systems, implement, update and maintain data.	17,000	45,000	50,000	90,000
HRM Manager	Monitor overall HRM cover HR strategy and planning for staffing plan. Create training programs.	N/A	N/A	70,000	120,000
Human Resource Development Manager (Regional) / Director	Building foundations for corporate culture, Code of Conduct and Business Drivers. Designing and developing regional policies and procedures to enforce the same standard practices.	N/A	N/A	80,000	120,000
Human Resource Executive / Officer	Operate one or multiple HRM or HRD functions such as recruitment, training, compensation and benefits, payroll and welfare.	18,000	32,000	40,000	60,000
Human Resource Manager	Develop and implement HR policies and procedures. Responsible for the overall HR functions such as recruitment, compensation and benefits, and performance evaluation. Provide the overall supervision of the HR Department.	N/A	N/A	70,000	170,000



Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Human Resources Director	In charge of strategic HR planning and business direction. Plan, develop and evaluate HR functions. Develop appropriate policies and programs for effective management within the organization.	N/A	N/A	130,000	200,000
Human Resources Staff	Support for all HR functions such as recruitment, staff database and etc.	13,000	25,000	35,000	50,000
Payroll Officer	Responsible for the whole function of recruitment process which are sourcing, recruiting, selecting and hiring all level of employment.	20,000	30,000	35,000	45,000
Recruitment Officer	Responsible for the function of the recruitment process which including sourcing, recruiting, selecting and hiring across all levels.	14,000	30,000	N/A	N/A
Safety Officer	Control working environment, take care for safety activity. Permission of working methods to other departments.	15,000	30,000	N/A	N/A
Training Executive / Officer	Administer training activities, prepare the training plan & budget, and arrange all training logistics. Coordinate with HR & Campus activities.	15,000	45,000	N/A	N/A
Training Manager	Identify training needs, plan and organize internal and external training programs. Prepare the training plan & budget. Responsible for training activities, for both soft and technical skills.	N/A	N/A	50,000	120,000

## Insurance

Assistant Sales Manager	Manage sub-distributor, key wholesaler & retail network on performance. Develop / implement sales strategy and close supervision of the team to achieve sales target.	N/A	N/A	50,000	70,000
Claim Manager	Responsible for the claims project. Managing and coordinating with the claim team for all claim matters.	N/A	N/A	45,000	60,000
Underwriting (Assistant Manager)	Considering proper coverage and rates. Analyzing statistics in relation to loss ration and underwriting rates.	N/A	N/A	45,000	60,000

## Legal / Compliance

Administrative Officer	Responsible for the administrative function and support related sections. Manage document support for related department.	15,000	25,000	45,000	60,000
Business Development Manager / Specialist	Responsible for market and technology research, formulation of strategy, distribution channel analysis and development. Handle new service development planning and management.	20,000	50,000	80,000	120,000
Compliance Manager	Design and implement programs, policies, and practices to ensure that all business units are in compliance with regulatory requirements. Track laws and regulations that might affect the organization's policies. Prepare compliance reports to present to management.	35,000	50,000	70,000	150,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Compliance Officer	Monitor and ensure all business units comply with Bank & BOT regulations.	10,000	20,000	30,000	40,000
Legal Manager	Draft and review contracts, agreements, corporate documentation (including notice and minutes of board of directors meeting and shareholders meeting) of the public company and limited company.	35,000	50,000	35,000	120,000

## Marketing / PR

Account Director	Assume responsibility for the growth, management, retention, and satisfaction of a portfolio of key accounts. Demonstrate marketing ability to lead clients strategically and tactically. Provide engagement leadership and develop strong relationships with key client contacts. Motivate, lead, and manage internal teams to develop and manage interactive marketing programs that meet clients' business objectives.	N/A	N/A	60,000	100,000
Account Executive	Contact existing and new clients. Building strong relationship with concerned parties. Manage / execute sales plan to be successful.	15,000	30,000	35,000	60,000
Account Manager	In charge of specific accounts related to each sales team & business function.	N/A	N/A	35,000	100,000
Administrative Officer	Responsible for administrative functions and support related sections. Manage document support for related departments.	12,000	25,000	30,000	50,000
Administrative Staff	Responsible for administrative tasks, provide support to concerned parties. Document translations and interpretation if needed.	15,000	30,000	30,000	35,000
Assistant Marketing Manager	Assist Marketing Manager. Analyze budget plan, SWOT and Monitor Product Management.	20,000	40,000	35,000	60,000
Brand Manager	Hold ownership of the marketing plan for key brand(s). Full P&L responsibility for brand in development of Product, Advertising, Research, etc.	40,000	50,000	45,000	100,000
Business Development Manager / Specialist	Responsible for market and technology research, formulation of strategy, distribution channel analysis and development. Handle new service development planning and management.	20,000	60,000	40,000	150,000
CRM Consultant	Provide consultation and advice to clients regarding Customer Relationship Management (CRM) application package.	20,000	35,000	40,000	100,000
Customer Service	Responsible for greeting and welcoming customers, providing service to customers and handling enquires & complaints.	12,000	14,000	25,000	50,000
Customer Service Manager	Managing the customer service department. Monitor and ensure customer satisfaction. Handling customer complaints and providing solutions to meet customer expectations.	40,000	45,000	40,000	60,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Digital Content Editor / Content Creator / Social Media Content Editor	Experienced copy editor or production editor within an online environment. Writing copy and generating original ideas for content for email newsletters, websites, and social media sites. Solid understanding of IT technologies and some knowledge of Content Management Systems (CMS). Previous experience using HTML and Photoshop and some knowledge of basic web development.	20,000	35,000	40,000	55,000
Digital Marketing Manager	Conduct online marketing efforts and create articles & contents for clients. Manage the online marketing team.	N/A	N/A	50,000	70,000
Group Insurance Marketing (AVP)	Develop and implement sales and marketing strategies, monitor and analyze the marketing activity of the marketing team against company's goals. Recommend marketing policy to encourage maximum sales activity.	N/A	N/A	80,000	120,000
Marketing Coordinator / Assistant	Assist, support and provide back up to Marketing Manager in terms of marketing, media and CRM and events, production and PR activities.	15,000	50,000	40,000	80,000
Marketing Director	Manage overall marketing functions including strategic planning, corporate communications and business development. Develop, analyze, implement and measure strategic marketing plan, market potential and profitability. Create brand equity and ensure effective brand positioning, brand awareness, and product launches. Engage with product teams on the launch and lifecycle management of products including development of key deliverables. Work closely with top management.	N/A	N/A	100,000	170,000
Marketing Executive	Create and execute marketing strategy. Conduct market survey and assist in updating information. Assist in creating marketing materials, coordinate among the specialist trainer and schedule for seminars. Develop brand awareness and communication. Support Technical and Sale Executive Team for seminars and PR events. Participate to the marketing budget plan.	15,000	60,000	25,000	90,000
Marketing Manager	Responsible for press relations, develop marketing campaigns and deliver meaningful messages and the vision of the company to customers and other audiences.	N/A	N/A	30,000	180,000
Marketing Officer	Prepare, manage and document for the marketing team and collect data information.	10,000	40,000	30,000	100,000
Marketing Researcher / Analyst	Conduct market research using both qualitative and quantitative approaches. Responsible for analyzing market trends.	10,000	40,000	25,000	35,000
Product Manager	Responsible for planning, strategic marketing, implementation of activities and budget allocation for assigned products.	30,000	50,000	60,000	100,000
Project Manager	Possess authority to manage a project responsible for controlling a budget, work plan and all Project Management Procedures.	50,000	80,000	60,000	100,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Public Relations / Corporate Communications Manager	Oversee marketing communications activities such as advertising, brand promotion and the company's image through various sources of media to align with business direction and brand marketing strategies. Coordinate with PR events and activities.	25,000	55,000	50,000	70,000
Public Relations / Corporate Communications Executive	Execute communication activities, assist the Public Relations / Corporate Communications Manager in implementing general PR / communication activities include PR events.	25,000	30,000	40,000	60,000
Research & Development Manager	Manage research and develop new products or improvement by information gathering, analysis, experiment, trial, and test runs.	30,000	70,000	70,000	120,000
Research & Development Officer	Research and develop new products or improvement by information gathering, analysis, experiment and test runs.	25,000	40,000	40,000	50,000
Sales & Marketing Manager	Train and supervise sales staff, establishing territories and goals for sales teams. Reviewing the market helps them to determine customer needs, sales volume potential, and pricing schedules that will help meet company goals.	45,000	50,000	55,000	150,000
Sales Executive	Initiate and establish new accounts and maintain good relationships with existing customers with high level of customer satisfaction. Provide support for all sales processes. Coordinate and follow up with relevant parties to ensure that sales objectives and targets are achieved.	25,000	60,000	N/A	N/A
Senior Marketing Officer	Control and manage the team. Responsible for marketing activities that benefit the company & its brands.	25,000	40,000	35,000	40,000
Trade Marketing Manager	Responsible for developing and implementation of channel plans, category management, promotional planning, execution & evaluation. Develop launch activities and trade presentation.	30,000	45,000	55,000	100,000

## Medical & Science

Marketing Director	Manage overall marketing functions including strategic planning, corporate communications and business development. Develop, analyze, implement and measure strategic marketing plan, market potential and profitability. Create brand equity and ensure effective brand positioning, brand awareness, and product launches. Engage with product teams on the launch and lifecycle management of products including development of key deliverables. Work closely with top management.	N/A	N/A	100,000	200,000
Medical Director	Responsible for company's development and strategic matters with doctors. Provide strong effective clinical leadership and advice to inform corporate decisions.	N/A	N/A	180,000	200,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Quality Manager	Manage, implement and maintain quality factory systems.	N/A	N/A	50,000	70,000
Technical Consultant	Understand technical aspects of all products and solutions of company. Design, deploy and on-going administrate and troubleshoot systems.	15,000	25,000	35,000	50,000
Technical Service Manager	Manage installation, setting up, testing and commissioning of products. Manage Preventive Maintenance and Calibration. Provide solutions to customers as appropriate.	N/A	N/A	50,000	120,000

## Purchasing / Procurement / Expenditure / Buyer / Merchandiser

Procurement Officer	Handling all purchase and procurement in manufacturing areas.	16,000	40,000	N/A	N/A
Production Planner	Production Planning, scheduling, material controls. Ensure availability of materials to meet production loading plans.	N/A	N/A	50,000	70,000
Project Manager	Manages projects and responsible for controlling budgets, work plans and all Project Management Procedures.	N/A	N/A	45,000	60,000
Purchasing / Buyer / Procurement Engineer	Source and establish Suppliers which are globally competitive in price, quality, service and consistence. Maintain accurate information and track Commodity Charts with department objectives.	18,000	40,000	45,000	60,000
Purchasing Executive	Monitor contractor performance, recommending contract modifications when necessary. Compare prices, specifications, and delivery dates in order to determine the best bid among potential suppliers.	15,000	40,000	45,000	60,000
Purchasing Manager	Manage and lead the integrated country purchasing organization in order to bring value-ads for operations.	30,000	80,000	40,000	100,000
Purchasing Manager (MNC)	Conduct and manage the operations of the company-one or several division's procurement activities in a relatively large organization.	N/A	N/A	50,000	100,000
Purchasing Officer	Prepare purchase orders and liaise between suppliers and related departments. Perform buying duties when necessary. Review requisition orders in order to verify accuracy, terminology, and specifications. Prepare, maintain, and review purchasing files, reports and price lists. Handle other related tasks or clerical duties as assigned.	15,000	40,000	40,000	60,000
Senior Buyer	Ensure procurement material requirements. Purchasing productivity planning. Suppliers analysis and service improvements.	N/A	N/A	35,000	50,000
Warehouse Manager	Managing and controlling inventory to ensure production continuity and that materials are not out of stock. Inspecting materials received and issued. Inventory control of all warehouse stock and verifying all documents relating to the warehouse stock system.	N/A	N/A	60,000	90,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Sales					
Account Executive	Contact existing and new clients. Building strong relationships with customers. Manage / execute sales plan to be successful as targeted.	16,000	35,000	35,000	90,000
Account Manager	In charge of specific accounts relating to each sale team & business functions.	25,000	50,000	80,000	120,000
Operation Manager	Managing and supervising operations teams to achieve the company's objectives. Managing improvement project or expansion projects to increase process capability and efficiency. Coordinating with other functions as required.	35,000	50,000	85,000	220,000
Sales Executive	Initiate and establish new accounts and maintain good relationships with existing customers with high level of customer satisfaction. Provide support for all sales processes. Coordinate and follow up with relevant parties to ensure that sales objectives and targets are achieved.	15,000	45,000	50,000	100,000
Assistant Sales Manager	Manage sub-distributors, key wholesalers & retail network on performance. Develop/implement sales strategy and close supervision of the team to achieve sales target.	25,000	35,000	40,000	60,000
Branch Manager	Monitor branch operations and staff performance. Manage branch targets.	20,000	30,000	40,000	60,000
Business Development Manager / Specialist	Responsible for market and technology research, formulation of strategy, distribution channel analysis and development. Handle new service development planning and management.	40,000	80,000	50,000	200,000
Customer Service	Responsible for greeting and welcoming customers, providing best service to customers and handling enquires & complaints.	18,000	25,000	30,000	50,000
Customer Service Executive / Order Administrator	Assist the Department Manager on customer service functions include receiving and processing sales orders, delivery tracking and monitoring, communicating and updating to customers, preparing job orders, coordinating with operation departments.	15,000	30,000	40,000	50,000
Key Account Manager	Responsible for sales target of products. Develop account plans, trade terms and promotional activities.	25,000	75,000	45,000	150,000
Product Manager	Responsible for planning, strategic marketing, implementation of activities and budget allocation for assigned products.	25,000	30,000	40,000	80,000
Relationship Manager	Expand business with prospects and existing clients and prepare credit proposals. Develop and execute marketing plans.	N/A	N/A	35,000	60,000
Sales & Marketing Manager	Train and supervise sales staff, establishing territories and goals, for them manage all sales & marketing activities using proven practice and experience.	N/A	N/A	40,000	120,000
Sales Admin / Sales Support	Sales administration & customer service / Liaise with production, documentation and related departments / Support sales / marketing.	10,000	35,000	30,000	40,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Sales Administration Assistant	Provided administrative support to the sales department and coordinate with clients and other related departments.	20,000	35,000	30,000	40,000
Sales Administrator	Provided administrative support to the sales department and coordinate with clients and other related departments.	20,000	25,000	35,000	50,000
Sales and Marketing Director	Manage overall sales & marketing functions including strategic sales planning, corporate communications and business development. Work closely with the management team.	N/A	N/A	100,000	130,000
Sales Coordinator	Provide support to the Sales team. Handle related document and process sales orders on a daily basis. Coordinate with clients on processes. Handle sales reports related to stock provision and stock reconciliations.	20,000	25,000	N/A	N/A
Sales Director	Manage overall sales channels and ensure the achievement of the defined sales targets and revenue. Analyze sales strategy and conduct marketing opportunity analysis to determine business growth.	N/A	N/A	50,000	120,000
Sales Engineer	Demonstrate usefulness of products or services to customers. Seek new customers and also keep good relationships is with existing customers.	10,000	60,000	25,000	100,000
Sales IT	Involved in supporting pre-sales activities by giving detailed information about technical specifications and the ways in which they could meet customer needs. This often includes demonstrating features before a sale. Technical support, which follows the sale, may include solving faults and problems, or maximizing the use of software features, as well as advising on appropriate user training.	25,000	40,000	40,000	80,000
Sales Manager	Achieve sales over target. Responsible for sales of products, Implement field force strategic planner, targets and schemes for incentive setting, Business environment training, Aligned with marketing to implement the marketing program.	N/A	N/A	45,000	150,000
Sales Manager (Subscription)	Develop customer/subscriber base, tapping new subscribers. Enhance the growing retention rate of customers/subscribers. Train, coach and manage a tem of telemarketers. Design and implement strategic marketing programs to identify new customers. Handle admin issues in the office. Report to the Sales Director.	N/A	N/A	40,000	100,000
Sales Operations Manager	Provide sales operation consulting to team. Create channel service strategy. Develop / collect / analyze sales through data and metrics. Develop systems to audit selling procedure.	40,000	60,000	50,000	80,000
Senior Relation Manager	Expand business with prospects and exist clients and prepare credit proposals. Develop and execute the market plan.	N/A	N/A	45,000	75,000



Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Senior Sales Executive	Explore, identify and develop business opportunities, Build up market strategies to achieve corporate goals and objectives. Coordinate business information including needs analysis, product information and technical specifications with the retail business partners. Develop and implement sales strategies and plans. Build and maintain good relationships with business partners. Need to travel occasionally.	30,000	50,000	N/A	N/A
Senior Sales Manager	Responsible for developing and executing sales and marketing strategy and planning. Gather and analyze market information to expand business opportunities. Ensure budget and targets are met.	N/A	N/A	40,000	150,000
Technical Consultant	Understand technical aspects of all products and solutions of company. Design, deploy and on-going administrate and troubleshoot systems.	N/A	N/A	40,000	80,000
Telesales / Telemarketers	Present product information to clients. Contact / approach customers and be able to close deals.	12,000	28,000	30,000	35,000

## Supply Chain

Custom Clearance Manager	Know in EDI and eBXML (Paperless system), and HS tariff Code, Understanding of all kinds of custom formalities such as BOI, EPZ, Understanding of Harmonization codes.	40,000	50,000	45,000	70,000
Custom Officer	Custom Clearance / Deal with government departments.	18,000	50,000	40,000	60,000
Customer Service	Manage incoming and outgoing calls. Providing service and information to customers. Handle inquiries and any complaints.	20,000	25,000	45,000	50,000
Customer Service Agent	Handle passenger enquiries regarding flight and travel documents, process check-in, inspecting travel documents, handle lost & found issues.	20,000	32,000	35,000	50,000
Export Manager	Organize the import-export operational structure and ensure a consistently high standard of performance from import & export employees. Ensure good teamwork and effective communications.	20,000	30,000	40,000	50,000
Export Officer	Prepare B/L, AWB, PI, PL / Coordinate with customers for shipments.	15,000	25,000	22,000	45,000
General Manager	General management for new company investment in Thailand. Handling all administrative and account duties besides the sales management.	N/A	N/A	100,000	130,000
Import Officer	Take responsibility for imported raw material / Arrange Delivery for domestic users.	15,000	45,000	25,000	35,000
Logistic Manager	Control and manage the team in the Logistics Department.	N/A	N/A	40,000	100,000
Logistic Officer	Contact with Customs.	15,000	20,000	20,000	50,000
Logistic Supervisor	Supervise subordinates and handle the logistics process.	20,000	50,000	35,000	60,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Senior Supply Chain Manager	Manage supply chain and logistics operations to serve factory requirements in order to achieve lowest operation cost and highest efficiency.	40,000	60,000	55,000	70,000
Supply Chain Engineer	Check stock and issue purchase order to suppliers. Follow up shipment and plan for shipment schedules. Issue invoice for the customer and handle stock control.	20,000	40,000	N/A	N/A
Supply Chain Manager	Manage flow of finished goods for the whole Commercial Unit to optimize inventory for Commercial and distribution centers. Establish monthly forecasts in order to define quantities to be purchased.	N/A	N/A	30,000	100,000
Warehouse Manager	Managing and controlling inventory to ensure production continuity and materials not out of stock. Inspecting material receives and issues. Inventory control of all warehouse stock and verifying all documents relating to the warehouse stock system.	N/A	N/A	60,000	90,000

## Top Management

Chief Financial Controller	Responsible for financial analysis, business planning and forecasting. Manage and control finance, accounting and administration department. Ensure accuracy of accounting and financial reporting.	N/A	N/A	150,000	600,000
Director / General Manager	Operations Management: administration, and supervision of team. Identifying business opportunities which are in line with corporate objectives. Development and Implementation of marketing plan.	N/A	N/A	150,000	200,000
Factory Manager	Manage, monitor and supervise production team to achieve company goals. Coordinate with other departments to support the production line.	N/A	N/A	100,000	150,000
Finance Manager	Set up accounting system, responsible for financial and accounting matters, timely and accurate reporting, instituting, reviewing and maintaining. Effective financial management systems and internal controls, Cashflow projection and management.	N/A	N/A	200,000	300,000
General Manager	General management for new company investments in Thailand. Handling all administrative and account duties besides the sales management.	N/A	N/A	100,000	150,000
Marketing Director	Manage overall marketing functions including strategic planning, corporate communications and business development. Develop, analyze, implement and measure the strategic marketing plan, market potential and profitability. Create brand equity and ensure effective brand positioning, brand awareness, and product launches. Engage with product teams on the launch and lifecycle management of products including development of key deliverables. Work closely with top management.	N/A	N/A	100,000	150,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
National Channel Sales Manager	Responsible for the national sales target of the company. Operate and monitor sales team (country level). Set up all strategy and directions for business development plans.	N/A	N/A	70,000	120,000
Operation Director	Setting and deploying policy / strategy for operations. Managing and supervising overall operations to achieve the company's objectives. Coordinating with other functions in any related areas.	N/A	N/A	150,000	250,000
Operation Manager	Managing and supervising operations team to achieve the company's objectives. Managing the improvement project or expansion project to increase process capability and efficiency. Coordinating with other functions in any related activities issues.	N/A	N/A	100,000	200,000
Plant Manager / Factory Manager	Responsible for all aspects of manufacturing including production, safety, quality, cost management, supply chain and customer service.	N/A	N/A	70,000	80,000
Sales Director	Manage overall sales channels and ensure the achievement of defined sales targets and revenue. Analyze sales strategy and conduct marketing opportunity analysis to determine business growth.	N/A	N/A	150,000	200,000
Sales Manager	Achieve sales above target, Responsible for sale of products, Implement field force strategic planner, target and scheme incentive setting, Business environment training. Aligned with marketing to implement marketing programs.	N/A	N/A	80,000	120,000
VP - Accounting and Finance	Have a wide range of duties related to overseeing and securing a company's finances. Some of these specific tasks include managing the company's debt, overseeing the company's accounting protocols, ensuring that the company's financial portfolio and its employees are following standard, legal accounting rules and acting as a leader within the company's executive framework.	N/A	N/A	120,000	200,000

## 2.2 Engineering and Technical Positions

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Engineering					
Building Facility Engineer	Control operations of all maintenance works for office buildings, test buildings, and other areas in the company such as electrical systems, air conditioning and ventilation systems (Plumbing system, sanitary system, Cooling water system, Chilling water system).	15,000	40,000	50,000	70,000
Design Engineer	In charge of product design and engineering specifications of customers and suppliers as well as contact for all engineering issues including new product design.	15,000	55,000	60,000	100,000
Draftsman	In charge of computer drawing follow up construction, products design of 2 & 3 Dimensions.	12,000	30,000	30,000	50,000
Electrical Engineer	Site Engineer - Develop projects from concept to completion. Supervision of contractors and vendors to maintain control of project schedules and costs. Conducts field investigations and prepares reports for problems or issues. Mentor and evaluate electrical engineering staff and design teams. Works with project managers to ensure that work meets business needs. Design Engineer - Design, Calculate, Drawing Blue Print.	15,000	50,000	60,000	80,000
Engineer	Initiate & modify process flow to maximize process capability. Solve quality related problems as well as maintain quality systems toward quality policy and organizational objective.	48,000	55,000	50,000	100,000
Engineering / IE / Process Improvement Manager	Manage, control and supervise team to achieve company goals. Modify, create and improve production capabilities. Organize, analyze and perform professional engineering work in the line.	N/A	N/A	60,000	150,000
Environmental Engineer	Preparing the environmental risk assessment. Control and monitor water treatment systems and other related areas. Being a coordinator or auditor in Environmental Management System.	15,000	40,000	50,000	80,000
Estimation Engineer	Receive information from relevant sources and estimate sizes and costs of resources and materials necessary to perform projects.	15,000	40,000	50,000	80,000
Factory / Production Manager	Manage, monitor and supervise production team to achieve company goals. Coordinate with other departments to support production line.	N/A	N/A	60,000	150,000
Interior / Architect / Design	Design architecture and manage projects, such as Houses, Condominiums, High-rise buildings, Office renovations, etc. Coordinate with draftsmen for design. Able to do drafting & drawing by themselves.	20,000	50,000	50,000	100,000
Logistic Engineer / Supervisor	Operate Logistics, Supply Chain and Warehouse systems to effectively support manufacturing process.	18,000	40,000	50,000	80,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Logistic, Supply Chain & Warehouse Manager (Manufacturing)	Ensure that the logistics & supply chain operations meets company's standard. Manage overall systems pertaining to logistics transactional and master data.	N/A	N/A	60,000	150,000
Maintenance Chief / Manager	Manage installation and maintenance of machines and facility systems. Supervise engineers and technicians for all aspect of the job. Plan and Implement Preventive Maintenance in operations.	N/A	N/A	50,000	120,000
Maintenance Engineer	To Support and maintain the factory utility, facility systems and machines, also running the Plant Manager plan activity.	15,000	50,000	60,000	80,000
Material Engineer	Optimize the administration of materials and finished products by coordinating activities such as materials planning & supply, inventory control, and logistics to achieve, the organizational strategic objectives.	15,000	40,000	50,000	80,000
Mechanical Engineer	Planning the preventive maintenance plan for electrical machines and equipment. Monitoring the electrical power supply system. Analyzing and solving machine breakdown problems.	25,000	60,000	30,000	70,000
Operation Director	Setting and deploying policy / strategy for Operations. Managing and supervising overall operations to achieve the company's objectives. Coordinating with other functions as required.	N/A	N/A	150,000	300,000
Operation Manager	Managing and supervising the Operations Team to achieve the company's objectives. Managing the improvement project or expansion project to increase process capability and efficiency. Coordinating with other functions in any related issues.	N/A	N/A	80,000	150,000
Piping Engineer	Provide engineering support for the shop floor on piping / mechanical fabrication / installation.	20,000	40,000	40,000	80,000
Plant Manager	Responsible for all aspects of manufacturing including production, safety, quality, cost management, supply chain, customer service, financial and all support functions.	N/A	N/A	90,000	300,000
Process Improvement / Industrial Engineer	Provide technical support related to manufacturing processes, for operations, developing & designing process and reviewing assigned units' operating conditions and data with recommendations resulting which maximize their operating efficiency.	20,000	30,000	15,000	50,000
Product Development Manager	Initiate new products and analyze appropriate data / statistics.	N/A	N/A	60,000	120,000
Production Engineer / Supervisor / Chief	To supervise the production team to achieve company goals. Plan and control overall production process. Coordinate with other departments to support the production line.	15,000	40,000	50,000	80,000
Production Planner	Production Planning, scheduling, material Control. Ensure availability of materials to meet production loading plans.	15,000	40,000	50,000	80,000
Project Coordinator - Technical	Coordinate among concerned parties projects. Assist the Project Manager for internal and external communications, paper work and reports.	18,000	40,000	N/A	N/A

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Project Engineer - Manufacturing	Responsible for overall project management. oversee project expenses, quality and schedule.	15,000	40,000	50,000	80,000
Project Manager - Manufacturing	Possess authority to manage engineering projects & responsible for controlling budgets, work plans and all Project Management Procedures.	N/A	N/A	60,000	100,000
Project / Construction Engineer	Possess extensive experience in project management, design and construction management of building construction.	10,000	34,000	N/A	N/A
Project / Construction Manager	Responsible for overall construction project work. Oversee of construction costs, quality and schedule.	N/A	N/A	70,000	150,000
Purchasing / Buyer / Procurement Engineer	Source and establish suppliers which are competitive in price, quality, service and consistency. Operate material purchasing to comply with production processes.	N/A	N/A	35,000	100,000
Purchasing Manager (Technical)	Managing integrated country purchasing organization in order to bring add-value for operations. Source, evaluate and manage suppliers.	N/A	N/A	60,000	120,000
QA / QC Engineer	Solve quality related problems and maintain and improve quality systems toward quality policy and organizational objective.	15,000	40,000	50,000	80,000
Quality Manager	Manage, implement and maintain factory quality systems.	N/A	N/A	50,000	120,000
Research & Development Engineer / Officer	Research and Develop new products and improvements by information gathering, analysis, experiment and test runs.	20,000	40,000	50,000	80,000
Research & Development Manager	Manage research and develop new products, or improvement by information gathering, analysis, experiment and test runs.	N/A	N/A	60,000	120,000
Safety Engineer / Officer	Control the working environment, take care for safety activities. Grant permission working method for other departments.	15,000	40,000	50,000	80,000
Safety Manager	Responsible for all EHS activities at strategic level. Facilitate compliance with EHS Management Systems.	N/A	N/A	50,000	120,000
Structural Engineer	Prepare and check for structural deliverables including; Reports, Material Take-Offs, Calculations, Specifications, Drawings and Weight Control.	20,000	50,000	50,000	N/A
Supplier Quality Engineer	Evaluate and select suppliers in terms of their product and process quality. Improve and apply quality standards to suppliers.	20,000	40,000	50,000	100,000
Training Manager (Technical)	Identify training needs, plan and organize internal and external training programs related to technical issues. Prepare training plans & budgets.	N/A	N/A	50,000	70,000

## Engineering - Business

Account Manager (Technical)	In charge of specific account and / or industry related to each sales team & business functions.	20,000	50,000	60,000	120,000
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Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Application Engineer	Support sales and marketing staff with technical information in terms of preparing necessary documents, proposals, product specifications, drawings as well as providing technical information to internal staff and customers.	20,000	50,000	50,000	100,000
Assistant Sales Manager (Technical)	Assist the Sales Manager in selling products and managing the sales team, implement and operate sales strategies to achieve targets.	N/A	N/A	40,000	100,000
Business Development Manager / Specialist (Technical)	Responsible for market and technology research, formulation of strategy, distribution channel analysis and development. Handle new service development planning and management.	30,000	60,000	70,000	150,000
General Manager (Technical)	Overall management in terms of company's business growth, sales management, operations and all support functions.	N/A	N/A	100,000	300,000
Industrial Business Analyst	Responsible for business plan development, handle feasibility studies for new projects, industry analysis and financial projection, advise and analyze product pricing.	25,000	55,000	60,000	120,000
Marketing Engineer / Manager	Initiate and implement marketing strategies, study and analyze market research as well as prepare marketing materials.	20,000	50,000	50,000	100,000
Product Executive / Manager (Technical Sales & Marketing)	Responsible for planning, strategic marketing, implementation of activities and budget allocation for products.	20,000	50,000	60,000	100,000
Purchasing Engineer	Handle both the domestic and international purchasing function and control purchasing documents to comply with ISO / TS 16949.	15,000	25,000	30,000	45,000
Sales Admin / Sales Support (Technical)	Sales administration & customer service. Liaise with production, documentation and related departments / Involved with support sales / marketing.	18,000	35,000	N/A	N/A
Sales Coordinator (Technical)	Provide support to sales team. Handle related documents and process sales orders on a daily basis. Coordinate with clients on the processes. Handle sales reports related to stock provision and stock reconciliations.	18,000	35,000	N/A	N/A
Sales Engineer	Demonstrate usefulness of products or services to customers. Seek new customers and Maintain good relationships with existing customers.	18,000	50,000	50,000	80,000
Sales Manager (Technical)	Achieve sales over target. Responsible for sales of products. Implement field force strategic planner, Target and scheme incentive setting, Business environment training, Aligned with marketing to implement marketing programs.	N/A	N/A	80,000	150,000
Service Engineer / Technical Support	Install, troubleshoot and maintain products / equipment. Train employees, identify, analyze, and repair product failures, order and replace parts as needed. Determine and recommend which products or services best fit customer needs.	18,000	60,000	60,000	100,000
Technical Consultant	Understand technical aspects of all products and solutions of company. Design, deploy and on-going administration and troubleshooting of systems.	25,000	55,000	50,000	120,000



Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Technical Service Manager	Manage installation, setting up, testing and commissioning of products. Manage Preventive Maintenance and Calibration. Provide solutions to customers as appropriate.	N/A	N/A	60,000	120,000

## Technical / Manufacturing

Data / Report Analyst	Performs complex data analysis in support of ad-hoc and standing management or customer requests, Sometimes perform data entry, data auditing, creating data reports and monitoring all data for accuracy.	N/A	N/A	50,000	60,000
Draftsman	In charge of computer drawing follow up construction, products design of 2 & 3 Dimensions, Diploma Certificate.	12,000	15,000	20,000	30,000
Electrical Engineer	Planning the preventive maintenance plan for Machinery and equipment. Monitoring the electrical power supply system. Analyzing and solving the problem of machine breakdowns.	15,000	30,000	30,000	50,000
Engineer	Initiate, modify process flow to maximize process capability. Solve quality related issues as well as maintain quality systems toward quality policy and organizational objectives.	15,000	30,000	30,000	50,000
Operation Control Center Manager	Coordinate with all departments both internal and external for daily flight operations, handle cost savings for aircraft rotation planning, liaise with charterer of flight slots, Fuel and Ground Handling agent.	N/A	N/A	50,000	80,000
Operation Manager	Control and manage manufacturing including production, cost control, finance, safety, logistic, quality, etc.	N/A	N/A	80,000	150,000
Product Development Manager	Initiate new products and analyze data / statistics.	N/A	N/A	60,000	120,000
Production Manager	Plan and monitor daily production volumes based on cycle times and availability, to control product and process to ensure customer needs are met.	N/A	N/A	60,000	120,000
Production Supervisor / Chief	To supervise the production team to achieve company goals. Coordinate with other departments to support production lines.	25,000	40,000	40,000	60,000
Production Supervisor	Manage & supervise the production team to achieve company goal.	17,000	40,000	25,000	50,000
QA / QC Engineer	Solve quality related issues and maintain quality systems toward quality policy and organizational objective.	15,000	30,000	30,000	50,000
Quality Manager	Manage, implement and maintain factory quality systems.	N/A	N/A	50,000	100,000
Regulatory Affairs Manager	Manage regulatory affairs regarding product registration including preparing product information and submitting registration documents to the FDA.	N/A	N/A	50,000	70,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Research & Development Manager	Manage, research and develop new products or improvements by information gathering, analysis, experiment and test runs.	N/A	N/A	50,000	80,000
Research & Development Officer	Research and develop new products or improvement by information gathering, analysis, experiment and test runs.	15,000	35,000	N/A	N/A
Safety Officer	Control the working environment and Manage safety activities. Provide working methods to other departments.	18,000	30,000	30,000	80,000
Service Engineer / Technical Support	Install, troubleshoot, and maintain products / equipment. Train employees, identify, analyze, and repair product failures, order and replace parts as needed. Determine and recommend which products or services best fit customers needs.	18,000	30,000	30,000	80,000
Technical Consultant	Understand technical aspects of all products and solutions of company. Design, deploy and on-going administration and troubleshooting of systems.	20,000	40,000	30,000	100,000
Technical Service Manager	Manage installation, setting up, testing and commissioning of products. Manage Preventive Maintenance and Calibration. Provide solutions to customers as appropriate.	N/A	N/A	50,000	80,000

## 2.3 Information Technology Positions

### Information Technology

CRM Consultant	Provide consultation and advice to clients regarding Customer Relationship Management (CRM) application package.	25,000	50,000	50,000	100,000
Data Warehouse Consultant / Business Intelligence	Develop database architecture, extract data, and prepare reports for the executive level of the company. Must have good knowledge of databases, warehouse and data mining.	20,000	60,000	40,000	180,000
Data / Report Analyst	Perform complex data analysis in support of ad-hoc and standing management or customer requests. Sometimes perform data entry, data auditing, creating data reports and monitoring all data for accuracy.	25,000	35,000	45,000	50,000
Database Administrator	Administrate and monitor database server to maintain the reliability.	18,000	55,000	30,000	80,000
Digital Content Editor / Content Creator / Social Media Content Editor	Experienced copy editor or production editor within an online environment. Writing copy and generating original ideas for content for email newsletters, websites, and social media sites. Solid understanding of IT technologies and some knowledge of Content Management Systems (CMS). Previous experience using HTML and Photoshop and some knowledge of basic web development.	12,000	15,000	25,000	45,000
ERP Consultant	Provide consultation and advice to clients regarding Enterprise Resources Planning (ERP) application packages e.g. Finance, Accounting, Logistics and Sales and Distribution modules.	25,000	70,000	30,000	120,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
GIS Analyst	Collect locally based research materials, order source/reference materials and conduct evaluation of source materials. Create planning maps for current and future database projects. Perform field data collection using prescribed technology, methodology and specifications. Conduct systematic route testing of completed database(s).	15,000	22,000	20,000	40,000
GIS Manager	Supervise the work productivity of subordinate GIS specialists, Utilizes mathematical functions such as geometric spheres, vector conversion and real analysis to create geographical maps. Review each project proposal or plan to determine the appropriate time frame, resources, procedures and processes for completing GIS projects.	N/A	N/A	40,000	60,000
IT Application Support	Deliver support to end users about how to use various types of software programs efficiently and effectively in fulfilling business objectives. This includes troubleshooting applications and software for all internal customers, such as operations, development and other business units. Responsible for assisting in the design, delivery, and improvement of in-house software applications training programs and related courseware.	24,000	40,000	38,000	120,000
IT Director	Manage and implement the company's IT operational systems as well as to formulate and run software and hardware strategy in order to gain a competitive advantage for the company.	N/A	N/A	100,000	200,000
IT Manager	Oversee the development and maintenance of the strategic IT plan. Handle major projects, IT budgets, standards, procedures, and overall IT performance. Coordinate priorities between vendors, IT department and user departments. Review the adequacy and allocation of IT resources in terms of funding, personnel, equipment and service levels.	35,000	80,000	40,000	200,000
IT Security Analyst / Engineer	In charge of the Information Security Management function. Design, implementation, operation and maintenance of the Information Security Management System. Perform a suitable information security awareness and security risk assessment. Involved in compliance monitoring and improvement activities to ensure compliance with internal security policies.	20,000	50,000	40,000	50,000
IT Security Manager	Manage the implementation of corporate policies, programs. and procedures to cost-effectively protect information systems assets from intentional or inadvertent modification, disclosure or destruction. Develops, maintains, publishes, and enforces corporate information security standards and guidelines encompassing data and intellectual security.	40,000	60,000	60,000	150,000
IT Support	Maintain, monitor and perform IT troubleshooting for end users.	10,000	30,000	25,000	60,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Network Administrator	Administrate and monitor network systems to maintain system reliability.	20,000	60,000	35,000	70,000
Network Engineer	Design and implement network infrastructure including WAN, wireless network, routers, switches to meet business's requirements with suitable design and security.	25,000	50,000	25,000	100,000
Pre-Sales Consultant	Assist the sales team by providing technical support and demonstrating products in order to deliver the best solutions to clients.	25,000	60,000	50,000	90,000
Product Manager	Responsible for planning, strategic marketing, implementation of activities and budget allocation for assigned products.	N/A	N/A	60,000	100,000
Programmer	Responsible for developing and designing applications and Coding. Managing technical issues dealing with Developments.	18,000	80,000	40,000	85,000
Programmer / Software Developer (.NET)	Responsible for Application Framework Design and Coding using Microsoft .net technology (ASP.NET, C#, VB.NET), Manage technical issues dealing with Developments.	18,000	60,000	30,000	80,000
Programmer / Software Developer (ABAP)	Understand client requirements and utilize ABAP tools to meet expectations, Develop ABAP programming in project implementation. Able to support customers after successful implementations.	24,000	60,000	60,000	200,000
Programmer / Software Developer (C, C++)	Responsible for Application Framework Design and Coding using C,C++ .Manage technical issues dealing with Developments.	25,000	65,000	40,000	85,000
Programmer / Software Developer (JAVA)	Responsible for Application Framework Design and Coding using JAVA technology. Manage technical issues dealing with Developments.	20,000	45,000	30,000	70,000
Programmer / Software Developer (Mobile Applications)	Develop applications on mobile phones and mobile tablets according to customer business requirement on selected platforms e.g. iPhone, iPad, Android, Blackberry, Windows Mobile, Symbian.	28,000	60,000	N/A	N/A
Programmer / Software Developer (ORACLE PL / SQL)	Responsible for design, development, implementation and support software applications, Prepare technical documentations as required.	25,000	50,000	35,000	80,000
Programmer / Software Developer (PHP)	Responsible for PHP programming, to produce Data Flow, Design & develop Web Application on the website, Design & develop other Programming on websites.	25,000	50,000	35,000	80,000
Programmer / Software Developer (Specific Applications)	Responsible for Application Framework Design and Coding using Specific Application. Manage technical issues dealing with Developments.	20,000	40,000	40,000	70,000
Project Coordinator	To be responsible for coordinating activities and resources in support of technical projects that impact multiple departments, systems, or workflows with moderate to high risk and complexity or multiple projects simultaneously with lesser risk and complexity.	20,000	40,000	35,000	85,000
Project Manager	Authority to manage a project responsible for controlling a budget, work plans and all Project Management Procedures.	50,000	100,000	60,000	180,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
QA Engineer / Software Tester	Create test cases and perform testing to ensure software standardization.	17,000	40,000	35,000	80,000
SAP Consultant	Provide functional or technical advice on the implementation of SAP. Must have business process and IT knowledge.	35,000	80,000	60,000	180,000
Software / Solutions Architecture	Set strategies and working plans for developing IT systems or software that conform with business strategies, business needs and company IT architecture.	20,000	60,000	45,000	65,000
Software Engineer	Develop software and applications starting from analysis, designing, coding, testing and training users.	18,000	65,000	35,000	80,000
Software Quality Assurance Manager	Monitor and test software, following quality standards to ensure software standardization.	N/A	N/A	120,000	180,000
System Administrator	Administrate and monitor servers and data center to maintain system reliability.	20,000	50,000	75,000	100,000
System Analyst / Business Analyst	Perform system feasibility studies, analysis and design to meet users requirements. Work closely with programmers and software engineers.	20,000	50,000	40,000	80,000
System Consultant Manager	Responsible for Post-Sale based on customer requirements.	N/A	N/A	60,000	120,000
System Engineer	Analyze, design, and provide configuration of server systems to clients.	20,000	55,000	30,000	85,000
Technical Consultant	Understand technical aspects of all products administration. Design, deploy and on-going and troubleshooting of systems.	20,000	65,000	45,000	90,000
Technical Service Manager	Manage installation, set up, testing and commissioning of products. Manage Preventive Maintenance and Calibration. Provide solutions to customers as appropriate.	N/A	N/A	80,000	150,000
Web Designer	Design and develop website contents by using multimedia tools.	15,000	40,000	30,000	60,000
Webmaster	Implement web pages, maintain content and oversee day-to-day management of the company website. Assure quality and filing integrity of web pages.	15,000	30,000	25,000	40,000

## Information Technology - Business

Account Manager	In charge of specific account and / or industry related to each sales team & business function.	20,000	50,000	60,000	150,000
Business Development Manager / Specialist	Responsible for market and technology research, formulation of strategy, distribution channel analysis and development. Handle new service development planning and management.	30,000	60,000	70,000	200,000
Marketing Manager	Manage and initiate marketing strategies of technology products. Responsible for press relations, develop marketing campaigns and deliver meaningful messages and visions of the company to consumers.	N/A	N/A	50,000	120,000
Marketing Officer	Prepare & manage documents to support marketing teams and collect data information.	18,000	50,000	N/A	N/A

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Sales IT	Involve supporting pre-sales activities by providing detailed information about technical specifications and the ways in which they could meet customer needs. This often includes demonstrating those features before a sale. Technical support, which follows the sale, may include problem solving, or maximizing the use of software features, as well as advising on appropriate user training.	18,000	50,000	60,000	120,000
Sales Manager IT	Achieve sales over target, Responsible for sales of products, Implement field force strategic planner. Business environment training. Aligned with marketing to implement marketing programs.	N/A	N/A	80,000	200,000

## 2.4 Japanese Speaking Positions

### Accounting

Accounting Executive / Assistant / Officer	Record all transactions. Prepare and submit VAT reports. Assist for assets and inventory control and handle general accounting functions.	20,000	35,000	40,000	50,000
Accounting Manager	Ensure accuracy of accounting standards, all management reports, internal and external reporting. Control and monitor daily transactions. Responsible for all accounting and tax matters.	N/A	N/A	50,000	80,000

### Admin / Secretarial

Interpreter	Provide a conversion to Thai/Japanese (Thai / Japanese / English) and vice versa in a range of settings in business meetings, production lines, training, seminars and so on. Hands on document translation required.	20,000	40,000	40,000	60,000
Executive Secretary / Secretary	Support top Management. Handles confidential matters. Responsible for secretarial tasks, appointment arrangements, travel arrangements and other tasks as assigned. Hands on some interpretation in the meeting and document translation.	25,000	40,000	30,000	45,000
Receptionist	Responsible for greeting and welcoming guests, handle guest enquiries, make outgoing calls and answer incoming calls, meeting room arrangements, maids and messenger handling.	15,000	20,000	N/A	N/A
Administrative Manager	Provide general administrative support to all departments. Handle supplier contract management, Coordinate and maintain company's documents and office properties.	N/A	N/A	40,000	60,000
Administrative Officer	Responsible for administrative functions and support related sections. Manage document support for related departments. Report directly to the Administrative Manager.	16,000	35,000	35,000	50,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Customer Service					
Call Center	Manage incoming and outgoing calls. Providing service and information for customers. Handle enquiries and complaints.	15,000	25,000	30,000	40,000
Customer Service / Guest Relations	Responsible for greeting, welcoming, facilitating and providing best service to customers and handling enquiries and complaints.	15,000	40,000	35,000	50,000
Customer Service Executive / Coordinator	Assist Manager with customer service functions include receiving and processing sales orders, delivery tracking and monitoring, communicating and updating to customers, preparing job orders and coordinating with operational departments.	23,000	35,000	30,000	40,000
Customer Service Manager	Manage overall functions in the customer service department. Monitor and ensure customer satisfaction. Handle customer complaints and provide solutions to meet customer expectations.	N/A	N/A	40,000	50,000

## Engineering

Engineer (Electrical, Mechanical, Chemical, QA / AC)	Initiate and modify process flow to maximize process capability. Solve quality related challenges as well as maintain quality systems and organizational objectives.	20,000	40,000	50,000	60,000
Engineering Manager	Manage, control and supervise teams to achieve company goals. Modify, create and improve production capabilities. Organize, analyze and perform professional engineering work.	N/A	N/A	45,000	80,000
Designer	Responsible for product design and development based on the engineering specifications of customers & suppliers' requirements.	25,000	35,000	N/A	N/A
Production / Factory Manager	Plan, monitor and supervise daily production volumes based on cycle time and availability, to control the product and process to ensure meeting customer standards. Coordinate with other departments to support the production line.	N/A	N/A	50,000	120,000
Project Manager	Possess authority to manage a project & responsible for controlling budgets, work plans and all project management procedures.	N/A	N/A	40,000	100,000

## Finance

Credit / Financial Analyst	Responsible for business plan development, handling feasibility study for new projects, industry analysis and financial projections, Advise and analyze product pricing and create clients' portfolio and approve client loans.	30,000	35,000	40,000	60,000
Relationship Manager	Expand new business with prospects and existing clients and prepare credit proposals. Develop and execute market plans.	23,000	35,000	50,000	70,000



Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Human Resource					
Human Resource Executive / Officer	Operate one or multiple general HR tasks e.g. recruitment, compensation and benefits, payroll and welfare.	20,000	30,000	32,000	40,000
Human Resource Manager	Develop and implement HR policies and procedures. Responsible for the overall HR function such as recruitment, compensation and benefits and performance evaluation. Provide overall supervision for the HR department.	N/A	N/A	50,000	100,000
Information Technology					
Programmer / Software Engineer	Implement web interfaces using primarily PHP, X-HTML, CSS, and JavaScript. Work closely with product and design teams to define features specifications. Responsible for software applications development, implement, customize and support.	22,000	35,000	30,000	45,000
System Engineer / Analyst	Analyze design and provide configuration of server systems to clients.	25,000	35,000	35,000	50,000
IT Security / Network Engineer	In charge of the information security management function. Design, implement, operate and maintenance of information security management and network infrastructure to meet business requirements.	20,000	30,000	32,000	45,000
IT Manager	Oversee all aspects of managing and processing information. Develop and implement all IT systems for the company.	N/A	N/A	50,000	80,000
Marketing / PR					
Business Development Manager / Specialist	Responsible for market and technology research, formulation of strategy, distribution channel analysis and development. Handle new service development planning and management.	N/A	N/A	50,000	120,000
Marketing Coordinator / Executive / Officer	Assist, support and provide back up to the Marketing Manager in terms of marketing, media, CRM, events and PR activities. Conduct market research using both qualitative and quantitative approaches. Responsible for analyzing market trends.	25,000	35,000	40,000	50,000
Marketing Manager	Responsible for press relations, developing marketing campaign and delivering meaningful messages and visions of the company to consumers.	N/A	N/A	50,000	65,000
Purchasing / Procurement / Expenditure / Buyer / Merchandiser					
Purchasing / Buyer / Procurement Officer	Monitor contractor performance, recommending contract modifications as necessary. Compare prices, specifications, and delivery dates in order to determine the best bids among potential suppliers.	20,000	30,000	35,000	50,000

Job Position	Job Description	Exp. 0-5 yrs.		Exp. >5 yrs.	
		Min (฿)	Max (฿)	Min (฿)	Max (฿)
Sales					
Sales Admin / Sales Support	Sales administration & customer service. Liaise with production, documentation and related departments. Support sales for the marketing department.	15,000	25,000	30,000	40,000
Sales Coordinator	Provide support to the sales team. Handle related document and process sales orders on a daily basis. Coordinate with clients on the processes. Handle sales reports related to stock provision and stock reconciliations.	15,000	25,000	30,000	50,000
Sales Engineer	Demonstrate usefulness of products or services to customers by using technical and engineering know-how. Seek new customers and keep good relationships with existing customers.	25,000	35,000	40,000	60,000
Sales Executive	Initiate and establish new account and maintain good relationships with existing customers with high levels of customer satisfaction. Provide support for all sales processes in preparation of correspondences, proposals and contracts. Coordinate and follow-up.	20,000	30,000	35,000	60,000
Sales Manager / Account Manager	Achieve sales over target. Responsible for sales of products, implement field force strategic planner, target and scheme incentive setting, business environment training, aligned with marketing to implement marketing programs.	N/A	N/A	50,000	100,000
Sales Director	Manage overall sales channels and ensure the achievement of the defined sales targets and revenue. Analyze sales strategy and conduct marketing opportunity analysis to determine business growth.	N/A	N/A	100,000	150,000

## Supply Chain

Import & Export Officer / Coordinator	Responsible for import & export procedures and coordinate between internal production, shipping agents and customers for documents & delivery.	22,000	35,000	35,000	50,000
Warehouse Manager	Managing and controlling inventory to ensure production continuity and materials are not out of stock. Inspecting materials received and issues. Inventory control of all warehouse stock and verifying all documents relating to warehouse stock systems.	N/A	N/A	40,000	60,000

## Top Management

General Manager	General management for new company investment in Thailand. Handling all administrative and account duties and sales management.	N/A	N/A	100,000	150,000
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