



**WE'RE
HIRING** !

WE ARE LOOKING FOR :

Qualifications

- Bachelor's degree required.
- Male/ Female (25-45 years old)
- Good command of spoken and written English (+Chinese is preferred.)
- Proficiency in MS Office with expertise in Microsoft Word, PowerPoint and Excel.
- Ability to analyze and revise operating practices to improve efficiency
- Good interpersonal skills
- Work at Hatyai, Songkhla (Full Time)

International Coordinator



Responsibilities

- Engage in detailed correspondence locally and internationally by telephoning and emailing
- Draft and translate documents, official letters, write speeches for presentation, welcome remark in meetings, take minutes, reports, update website content, etc.
- Compile and arrange quantitative and qualitative rubber data
- Disseminate news to members
- Maintain smooth running of information archives

Join Our Team

**Submit your CV, transcript & portfolio
with recent photo via email:**

tra@csloxinfo.com, tra_web@csloxinfo.com

