



Your Dreams, Our Challenge

AGC Recruitment Booklet

Career Fair 2023



AGC Group – Job Listings for 2023 Career Fairs

Click on the number of the position to view its job description.

Japan

No.	Position	Fresh Graduates Welcome	Experience Needed
1	Global IT Project Member	✓	
2	Plant Engineer	✓	
3	Product Development Researcher	✓	
4	Process Engineer	✓	
5	Quality Assurance	✓	

Thailand

No.	Position	Fresh Graduates Welcome	Experience Needed
7	Internal Auditor	✓	
8	Sales Officer	✓	
9	Mechanical Engineer	✓	
10	Electrical Engineer	✓	
11	Production Engineer	✓	
12	Building Solution Executive	✓	
13	Senior HR Officer		✓
14	Safety Officer	✓	
15	Executive Secretary	✓	
16	Process Engineer (IT)	✓	
17	Process Engineer	✓	

Indonesia

No.	Position	Fresh Graduates Welcome	Experience Needed
6	Chemical Engineer	✓	

Thailand

No.	Position	Fresh Graduates Welcome	Experience Needed
18	Production Engineer	✓	
19	Production Control Officer		✓
20	Maintenance Engineer	✓	
21	Safety Engineer		✓
22	Production Engineer		✓
23	Logistics Assistant Manager		✓
24	Finance Supervisor		✓
25	Instrument Engineer		✓
26	Sales & Marketing PVC Export Manager		✓
27	Mechanical Engineer	✓	



1. JAPAN: GLOBAL IT PROJECT MEMBER *(Open to all nationalities – fresh graduates are welcome)*

Company: AGC Inc. (<https://www.agc.com/en/>)

Information Systems Division

Global IT Strategy Office

The Information Systems Division (ISD) leads AGC Group's IT systems and infrastructure. Its Global IT Strategy Office (GITS) was established in January 2020 to build standardised IT systems to advance the smooth and secure transfer of data, information and transactions between group companies to support AGC through its expanding business. With new software and applications launched after one another, GITS members are constantly learning new things and growing together in a diverse team of Asian, European and American colleagues.

Vacancies: 1

Location: AGC Head Office (Japan, Tokyo)

Work Schedule:

- 5 working days per week (9:00 AM to 5:45 PM)
- You may be expected to travel for business (once per month)

Benefits: Bonus, annual leave, asset accumulation savings (housing and pension), education loans, stock ownership, health insurance, employee's pension insurance, corporate pension fund, cafeteria plan, company dormitory—and others.

Japanese language training will be provided upon recruitment.

Recruitment Timeline: Expected Commencement Date: September 2023

- (Mar 2023) 1st interview online
- (Mar - Apr 2023) 2nd & Final interview online

After you accept our offer, we will begin your VISA application and Japanese language training in your home country.

Job Description:

As a member of the Global IT Strategy Office, you will be integral to the development and improvement of the group's IT infrastructure and services. Your first assignment will be the global rollouts of group standard business systems that are in line with the company's standardization strategy. To effectively devise and implement suitable systems for the various businesses and functions under AGC, you will acquire a wealth of current IT and business knowledge in the manufacturing industry. You will be guided by senior colleagues as you familiarise yourself with the group systems and business. Depending on your interests and aptitude, you may be assigned to an IT infrastructure development role.

Daily Tasks & Responsibilities:

- Survey current business process of AGC companies.
- Analyse issues when introducing the standard system and plan countermeasures.
- Conduct system acceptance tests and quality management.
- Support stages of project management, such as project planning, progress management and vendor management.

Why You Should Join Us:

You will get to...

- Be part of a pioneering department dedicated to the advancement of IT structures.
- Trade ideas and collaborate with a diverse, international team of committed, broad-minded and respectful professionals.
- Build a rewarding career as an IT engineer, business analyst and project manager who is well-versed in the business processes of various industries, based on diverse customer bases.

Skills & Qualifications:

We are looking for a team member with the following profile:

- Education Background: Bachelor's or Master's degree with a strong academic record in any field.
- Language: Fluent in English. Chinese proficiency is preferable but not necessary. *(Japanese proficiency is not necessary)*
- Possesses clear, logical thinking
- Commands excellent communication skills
- Appreciates diversity and is open-minded to different perspectives and individuals



2. JAPAN: PLANT ENGINEER *(Open to all nationalities – fresh graduates are welcome)*

Company: AGC Inc. (<https://www.agc.com/en/>)
Chemicals Company

AGC Chemicals Business started out in 1917 and has since become a major supplier of commodity and performance chemicals to international markets. Utilizing exclusive technologies accumulated over the years, AGC is able to innovate and offer solutions to environmental issues plaguing society. Guided by the vision of "Chemistry for a Blue Planet", AGC Chemicals continue to provide a wide variety of products that are useful for a fulfilling, safe and comfortable society and environment.

Vacancies: 1

Location: Factory (Chiba Plant)

Work Schedule:

- 5 working days per week (Flexible working hours – 7 hours 45 minutes)

Benefits: Bonus, annual leave, asset accumulation savings (housing and pension), education loans, stock ownership, health insurance, employee's pension insurance, corporate pension fund, cafeteria plan, company dormitory—and others.

Recruitment Timeline: Expected Commencement Date: September 2023 onwards

- (Mar 2023) 1st interview online
- (Apr 2023) Final interview in Japan

After you accept our offer, we will begin your VISA application and Japanese language training in your home country.

Job Description:

You will be responsible for performing Engineering, Procurement & Production (EPC) as well as strategic maintenance and improvement for Chemical Plants.

Daily Tasks & Responsibilities:

- Conduct daily maintenance, troubleshooting and supervise team members
- Pursue improvement of equipment, instrumental devices, and other components in the plant
- Be responsible for procurement and budgetary matters
- Be involved in a feasibility study on business investments
- Manage assets using a Computerised Maintenance Management System (CMMS)
- Analyse and make improvements to the maintenance plan for optimization of overall equipment effectiveness (OEE)
- Plan and manage onsite construction/maintenance work and perform safety risk assessments
- Liaise with relevant government authority for approval of onsite work and utilization of equipment to ensure it is compliant with the regulation
- Reform working practices to accelerate Digital Transformation (DX) initiative
- Liaise with group companies and organizations to ensure optimal utilization of resources, techniques and facilities

You will get to...

- Develop your capabilities by participating in largescale projects
- Experience different functions in engineering

Skills & Qualifications:

We are looking for a team member with the following profile:

- Education Background: Bachelor's or Master's Degree in Mechanical Engineering, Electrical Engineering, Instrumental Engineering, Information technology or related fields
- Language: Fluent in Japanese (JLPT N1)
- Certificate in American Society of Mechanical Engineers (ASME) Plant Inspector at any level
- Strong organizational and time management skills
- Commands good communication skills for collaboration with internal and external stakeholders
- Extensive internship/attachment experience in related roles
- Possesses clear, logical thinking
- Appreciates diversity and is open-minded to different perspectives and individuals



3. JAPAN: PRODUCT DEVELOPMENT RESEARCHER *(Open to all nationalities – fresh graduates are welcome)*

Company: AGC Inc. (<https://www.agc.com/en/>)

Chemicals Company

AGC Chemicals Business started out in 1917 and has since become a major supplier of commodity and performance chemicals to international markets. Utilizing exclusive technologies accumulated over the years, AGC is able to innovate and offer solutions to environmental issues plaguing society. Guided by the vision of “Chemistry for a Blue Planet”, AGC Chemicals continue to provide a wide variety of products that are useful for a fulfilling, safe and comfortable society and environment.

Vacancies: 1

Location: Factory (Chiba Plant)

Work Schedule:

- 5 working days per week (Flexible working hours – 7 hours 45 minutes)

Benefits: Bonus, annual leave, asset accumulation savings (housing and pension), education loans, stock ownership, health insurance, employee's pension insurance, corporate pension fund, cafeteria plan, company dormitory—and others.

Japanese language training will be provided upon recruitment.

Recruitment Timeline: Expected Commencement Date: September 2023 onwards

- (Mar 2023) 1st interview online
- (Apr 2023) Final interview in Japan

After you accept our offer, we will begin your VISA application and Japanese language training in your home country.

Job Description:

In this role, you will be responsible for developing products that will value add to customers' products and develop new production processes to establish the core technology that plays a central role in AGC's business. You will also be involved in communicating with customers to understand and support their business needs and incorporate such information into your research for product development.

Daily Tasks & Responsibilities:

- Be involved in product and process development in a laboratory or plant facility.
- Provide technical support to internal and external stakeholders such as Production Team/Quality Assurance (QA)/Customers
- Conduct marketing activities to understand market trends and requirements and incorporate them into their research for the development of products
- Communicate with existing and potential customers to understand their business needs and incorporate them into their research

You will get to...

- Gain both technical and business knowledge in a major industry
- Broaden your knowledge and perspectives within the manufacturing industry as you collaborate and interact with colleagues and clients of diverse international backgrounds
- Explore development outside of your core field

Skills & Qualifications:

We are looking for a team member with the following profile:

- Education Background: Master's Degree or PHD with strong academic records in Chemistry (Polymer, Synthetic/Organic Chemistry, Electrochemistry), Chemical Engineering or related fields
- Language: Fluent in English (*Japanese proficiency is preferable but not necessary*)
- Extensive internship/attachment experience in related roles
- Possesses clear, logical thinking
- Commands excellent communication skills
- Appreciates diversity and is open-minded to different perspectives and individuals



4. JAPAN: PROCESS ENGINEER *(Open to all nationalities – fresh graduates are welcome)*

Company: AGC Inc. (<https://www.agc.com/en/>)

Chemicals Company

AGC Chemicals Business started out in 1917 and has since become a major supplier of commodity and performance chemicals to international markets. Utilizing exclusive technologies accumulated over the years, AGC is able to innovate and offer solutions to environmental issues plaguing society. Guided by the vision of “Chemistry for a Blue Planet”, AGC Chemicals continue to provide a wide variety of products that are useful for a fulfilling, safe and comfortable society and environment.

Vacancies: 1

Location: Factory (Chiba Plant)

Work Schedule:

- 5 working days per week (Flexible working hours – 7 hours 45 minutes)

Benefits: Bonus, annual leave, asset accumulation savings (housing and pension), education loans, stock ownership, health insurance, employee's pension insurance, corporate pension fund, cafeteria plan, company dormitory—and others.

Japanese language training will be provided upon recruitment.

Recruitment Timeline: Expected Commencement Date: September 2023 onwards

- (Mar 2023) 1st interview online
- (Apr 2023) Final interview in Japan

After you accept our offer, we will begin your VISA application and Japanese language training in your home country.

Job Description:

You will work as a chemical process engineer, collaborating with other engineers and operators to manufacture various chemical products including high-value multi-purpose chemical products.

You are expected to take on challenges in your job with a positive and avid mind. You will begin your career as a supporting member (following the job responsibilities listed below) and gradually develop as a skilful process engineer.

Daily Tasks & Responsibilities:

- Management of each chemical plant by ensuring safety, stability and effective operations.
- Process innovation management (planning, budget and schedule management).
- Project management such as conducting product improvement projects to optimize cost and improve quality.

You will get to...

- Broaden your knowledge and perspectives within the manufacturing industry as you collaborate and interact with colleagues of diverse international backgrounds.
- Opportunity to implement your innovative ideas to optimize costs.

Skills & Qualifications:

We are looking for a team member with the following profile:

- Education Background: Bachelor's or Master's Degree in Organic Chemistry, Chemical Engineering, Electrical Engineering, Mechanical Engineering, Control System and Information Technology or related fields.
- Language: Fluent in English and Japanese
- Extensive internship/attachment experience in related roles
- Possesses clear, logical thinking
- Commands excellent communication skills
- Appreciates diversity and is open-minded to different perspectives and individuals
- Inquisitive mindset



5. JAPAN: QUALITY ASSURANCE *(Open to all nationalities – fresh graduates are welcome)*

Company: AGC Inc. (<https://www.agc.com/en/>)

Chemicals Company

AGC Chemicals Business started out in 1917 and has since become a major supplier of commodity and performance chemicals to international markets. Utilizing exclusive technologies accumulated over the years, AGC is able to innovate and offer solutions to environmental issues plaguing society. Guided by the vision of “Chemistry for a Blue Planet”, AGC Chemicals continue to provide a wide variety of products that are useful for a fulfilling, safe and comfortable society and environment.

Vacancies: 1

Location: Factory (Chiba Plant)

Work Schedule:

- 5 working days per week (Flexible working hours – 7 hours 45 minutes)

Benefits: Bonus, annual leave, asset accumulation savings (housing and pension), education loans, stock ownership, health insurance, employee's pension insurance, corporate pension fund, cafeteria plan, company dormitory—and others.

Japanese language training will be provided upon recruitment.

Recruitment Timeline: Expected Commencement Date: September 2023 onwards

- (Mar 2023) 1st interview online
- (Apr 2023) Final interview in Japan

After you accept our offer, we will begin your VISA application and Japanese language training in your home country.

Job Description:

You will be responsible for the improvement of products' quality and environmental analysis in the factory. To support the Environment, Health & Safety, and Quality System to achieve AGC Chemicals' vision of Chemistry for a Blue Planet, you will propose and carry out projects, taking into consideration of stakeholders' requests at the same time. Based on analytical results and customer feedback, you will be responsible for carrying out improvement plans. You will establish product testing methods and prepare SOPs (Standard Operating Procedures).

Daily Tasks & Responsibilities:

- Conduct analysis of products and raw materials
- Conduct improvement and update of analytical method
- Conduct investigations and make improvements to processes using analytical data to resolve issues or customer complaints
- Manage analytical plan for shipment approval
- Maintenance of analytical equipment in the QC lab
- Respond to customers' queries and audit enquiry

You will get to...

- Broaden your knowledge about various AGC Products
- Deepen your knowledge of Chemical Analysis

Skills & Qualifications:

We are looking for a team member with the following profile:

- Education Background: Bachelor's or Master's Degree in Chemistry (Organic, Analytical, Environmental, Polymer), Chemical Engineering or related fields
- Language: Fluent in English (*Japanese proficiency is preferable but not necessary*)
- Extensive internship/attachment experience in related roles
- Possesses clear, logical thinking
- Commands excellent communication skills
- Appreciates diversity and is open-minded to different perspectives and individuals
- Inquisitive mindset



6. INDONESIA: CHEMICAL ENGINEER *(Only open to Indonesian nationals – fresh graduates are welcome)*

Company: PT Asahimas Chemical
(<http://www.asc.co.id/index.php/en/>)

Production Division

PT Asahimas Chemical (ASC) operates the largest chlor alkali-vinyl chloride plant in Southeast Asia. By focusing on chemical and industrial markets, ASC has the capacity to produce various essential chemicals under AGC Group through three plants built on 91 hectares in Cilegon, Banten in Indonesia. Operating through a distributed control system, these plants are not only highly efficient but also with high-quality standards. ASC is committed to minimizing operation costs as well as carbon emissions and is constantly developing and seeking improvement with the latest technology.

Company LinkedIn: <https://www.linkedin.com/company/pt-asahimas-chemical>

Vacancies:	5
Location:	Factory (Cilegon, Indonesia)
Work Schedule:	<ul style="list-style-type: none">• 5 working days per week (7:30 AM to 4:30 PM)
Benefits:	Bonus, annual leave, health insurance, employee's pension insurance, corporate pension fund, cafeteria plan, company dormitory—and others.
Recruitment Timeline:	Expected Commencement Date: July 2023 <ul style="list-style-type: none">• (Apr – May 2023) 1st interview in Indonesia• (May – Jun 2023) Final interview in Indonesia

Job Description:

As a Chemical Engineer, your main responsibility is to assist the Department Managers in coordinating the production process, providing recommendations for improvements, and applying them in improvement projects.

Daily Tasks & Responsibilities:

- Support department managers in operating the production process as well as operational maintenance.
- Pursue ideas and recommendations for operational improvements to the production process.
- Be involved in improvement projects of the production process and ensure that improvements and modifications are up to standard and expectations.

Skills & Qualifications:

We are looking for a team member with the following profile:

- Education Background: Bachelor's in Chemical Engineering
- Language: Proficient in English (oral / written)
- Basic knowledge of engineering concepts and equipment (i.e. pumps, compressors, valves, fluid flow, Program Flow Diagram (PFD) & Piping & Instrumentation (P&ID) diagrams etc.)
- Proficient in chemical engineering concepts, chemical materials and handling materials for production processes
- Able to analyse and measure equipment performance
- Focused, goal-oriented and enthusiastic about learning
- Capable multi-tasker who can prioritise tasks effectively based on urgency and importance
- Commands good interpersonal and communication skills, able to make clear reports



THAILAND: AVAILABLE POSITIONS *(Only open to Thai nationals)*

Company: **AGC Flat Glass (Thailand) Public Company Limited** (<https://agc-flatglass.co.th/home>)
 AGC Flat Glass (Thailand) Public Company Limited is the first glass manufacturer and exporter in Thailand with a registered capital of THB 1,500 million. There are currently at least 840 employees involved in the manufacturing and sales of construction, automotive, industrial various float glasses, figured glass, mirror, and architectural fabricated glass.

Benefits: Annual Bonus, Annual Leave, Dental Insurance, Life Insurance, Medical Insurance, Supplementary Allowance, Provident Fund, Yearly Check-up, Gratuity, Long Service Award, Transportation, Uniform – and others

Position	Location	Skills & Qualifications	Job Description
7. Internal Auditor	Samut Prakan	<ul style="list-style-type: none"> Education Background: Bachelor’s Degree or higher in Accounting, Finance, Economics or related fields Working Experience: 0 – 3 years in similar functions (fresh graduates are welcome) Language: Good command of English (E.g. TOEIC Score of >400) Strong sense of leadership and initiative Possesses strong logical thinking Possesses good computer literacy (Microsoft Office Suite) 	<ul style="list-style-type: none"> Responsible for the company’s internal audit planning and operations Oversee Internal Auditors’ staff to ensure all company’s internal audits will meet the KPI Analyse and develop the company’s internal operational system to ensure all systems run properly Other ad-hoc tasks as assigned
8. Sales Officer	Samut Prakan	<ul style="list-style-type: none"> Education Background: Bachelor’s Degree in Marketing Management or related fields Working Experience: 0 – 3 years in sales or sales support functions (fresh graduates are welcome) Language: Good command of English (E.g. TOEIC Score of >400) Meticulous attention to detail; service-minded Excellent interpersonal and communication skills Possesses good computer literacy (Microsoft Office Suite) 	<ul style="list-style-type: none"> Present new products to customers Conduct market research and formulate strategies for customer satisfaction and enhance company competitiveness Calculate product costing to analyse the company’s competitiveness Partner closely with other teams and divisions to study product plans, and coordinate production and transportation to meet customer’s demands Manage and resolve customer issues, follow up closely with customer satisfaction Prepare and present monthly sales reports to the supervisor Other ad-hoc tasks as assigned



<p>9. Mechanical Engineer</p>	<p>Samut Prakan Rayong</p>	<ul style="list-style-type: none"> • Education Background: Bachelor's Degree in Mechanical Engineering or related fields • Working Experience: 0 – 4 years in similar functions (fresh graduates are welcome) Prior experience in continuous processes or heavy industries will be preferred • Language: Good command of English (E.g. TOEIC Score of >400) • Service-minded with a positive attitude • Able to work independently and in a team • Strong sense of self-improvement and initiative; mature and proactive • Excellent interpersonal and communication skills • Possesses good computer literacy (Microsoft Office Suite) and Auto CAD 2D & 3D • Able to understand technical drawings and mechanical design 	<ul style="list-style-type: none"> • Establish team KPI to comply with the policy from supervisors • Be responsible for the factory's mechanical maintenance to maintain a continuous production process • Be responsible for the installation or modification of machinery to achieve the factory plan and target • Be responsible for designing, planning and analysing mechanical-related jobs • Design and implement machine improvement plan • Manage usage of the company's resources to ensure proper usage and optimize efficiency (man, material, machine and money) • Support management by generating relevant reports • Other ad-hoc tasks as assigned
<p>10. Electrical Engineer</p>	<p>Samut Prakan</p>	<ul style="list-style-type: none"> • Education Background: Bachelor's Degree in Mechanical Engineering or related fields • Working Experience: 0 – 4 years in similar functions (fresh graduates are welcome) Prior experience in continuous processes or heavy industries will be preferred • Language: Good command of English (E.g. TOEIC Score of >400) • Service-minded with a positive attitude • Able to work independently and in a team • Strong sense of self-improvement and initiative; mature and proactive • Excellent interpersonal and communication skills • Possesses good computer literacy (Microsoft Office Suite) and Auto CAD 2D & 3D • Able to understand technical drawings and mechanical design 	<ul style="list-style-type: none"> • Establish team KPI to comply with the policy from supervisors • Be responsible for the factory's mechanical maintenance to support the continuous production process • Be responsible for the installation or modification of machinery to achieve the factory plan and target • Be responsible for designing, planning and analysing mechanical-related jobs • Design and implement the machine improvement plan • Manage usage of the company's resources to ensure proper usage and optimize efficiency (man, material, machine and money) • Support management by generating relevant reports • Other ad-hoc tasks as assigned



11. Production Engineer	Rayong	<ul style="list-style-type: none"> • Education Background: Bachelor's Degree in Chemical Engineering, Material Science, Industrial or other science-related fields • Working Experience: 0 – 4 years in similar functions (fresh graduates are welcome) • Prior experience in a glass factory or laboratory is preferred • Language: Good command of English (E.g. TOEIC Score of >400) • Service-minded with a positive attitude • Able to work independently and in a team • Strong sense of self-improvement and initiative; mature and proactive • Excellent interpersonal and communication skills • Possesses good problem-solving and management skills 	<ul style="list-style-type: none"> • Establish team KPI to comply with the policy from supervisors • Manage, control and analyse to improve all production processes to achieve target/KPI • Manage usage of the company's resources to ensure proper usage and optimize efficiency (man, material, machine and money) • Be responsible for budget planning and control • Be responsible for the performance evaluation of team members • Support management by generating relevant reports • Other ad-hoc tasks as assigned
12. Building Solution Executive	Samut Prakan	<ul style="list-style-type: none"> • Education Background: Bachelor's Degree in Engineering, Management, Architecture, or related fields • Working Experience: No experience is required (fresh graduates are welcome) • Language: Good command of English (E.g. TOEIC Score of >400) • Possesses good computer literacy (Microsoft Office Suite) • Strong sense of self-improvement and initiative; mature and proactive • Excellent interpersonal and communication skills • Possesses own car and driving license • Willing to travel for business trips 	<ul style="list-style-type: none"> • Create product demand by focusing on the low-rise building segment and explore for new application of coated glass. • Periodically evaluates activities to achieve goals • Maintain relationships with external stakeholders such as Building Energy Code (BEC) related parties, home builders, frame makers, glass installers and architects to gather market information such as project information, market requirements and competitors' activities • Provide necessary support for stakeholders throughout the project • Provide product information and share Building Energy Code (BEC) regulation information with relevant stakeholders • Gather future project information through avenues such as the Boldness, Commitment and Integrity (BCI) Program, social source information and other organizations such as Small & Medium (S&M) glass installer groups. • Partner with architects, and developers for the low-rise building market in the potential upcountry area to source and create new product demand. • Summarize and present monthly project reports, new lead lists and activities. • Share project information with relevant departments such as the Marketing, Sales and Process Glass Teams • Manage and control expenses to align with the annual budget. • Other ad-hoc tasks as assigned



<p>13. Senior HR Officer</p>	<p>Samut Prakan</p>	<ul style="list-style-type: none"> • Education Background: Bachelor's Degree in Human Resources, Business, Accounting, or related fields • Working Experience: Experience in payroll/management of employee database of over 100 headcounts • Language: Good command of English (E.g. TOEIC Score of >400) • Possess good knowledge of relevant payroll software such as SAP, Tiger soft, Oracle etc. • Possesses good computer literacy (Excel) 	<ul style="list-style-type: none"> • Be responsible for HR Functions in Payroll Transactions Including Overtime, Advance Payment, Expenses, Reimbursement, Bonus and Manpower Reports. • Process and Submit Personal Income Tax (PND 1), Social Security Fund (Employee & Japanese Dispatcher), Workmen's Compensation, Handicap Fund and Provident fund. • Update and access the Employee Database, Compensation and Welfare including Retirement Benefit (TAS19). • Issue Company Announcements, Employment letters, Income statements, and financial letters for employees and business partners. • Introduce and update Company's Rules & Regulations, HR Policy, Group life and health insurance including HR law/regulation. • Support Orientation, Training Program and Evaluation processes with both internal and external parties. • Conduct company's events to maintain the relationship between employees and the company such as engagement surveys, company activities and retention/digital transformation projects.
<p>14. Safety Officer</p>	<p>Samut Prakan</p>	<ul style="list-style-type: none"> • Education Background: Bachelor's Degree in Operational Health & Safety or related fields • Working Experience: 0 – 4 years in occupational health and safety in the manufacturing process (<i>fresh graduates are welcome</i>) • Language: Good command of English (E.g. TOEIC Score of >400) • Possesses good computer literacy (Microsoft Office Suite) • Excellent interpersonal and communication skills, mature and proactive • Professional safety officer license or certification will be advantageous 	<ul style="list-style-type: none"> • Be responsible for safety activities in compliance with safety laws and regulations by conducting periodical audits; planning and evaluating related operational processes; recommending strategies for improvement • Realise and achieve safety policies, targets and action plans that are regulated by AGC Headquarters (Japan) and/or AFT Head Office (Thailand) by conducting periodical audits; plan and evaluate related operational processes; recommend strategies for improvement • Other ad-hoc tasks as assigned



<p>15. Executive Secretary</p>	<p>Samut Prakan</p>	<ul style="list-style-type: none"> • Education Background: Bachelor’s Degree in Business Administration, Law, Linguistics (English and Japanese) or related fields • Working Experience: 1 – 2 years in similar functions (fresh graduates are welcome) • Language: Good command of English (E.g. TOEIC Score of >500) Good command of Japanese (JLPT N2 – N3) • Possesses good computer literacy (Microsoft Office Suite) • Excellent interpersonal and communication skills, mature and proactive • Meticulous attention to detail; service-minded • Able to follow through with given tasks independently • Possesses good computer literacy (Microsoft Office Suite) • Professional safety officer license or certification will be advantageous • Maintains confidentiality at all times • Possess good management, negotiation, problem-solving, presentation and management skills • Able to work under pressure and meet deadlines • Ability to multi-task, determine the urgency of each task and complete it 	<ul style="list-style-type: none"> • In charge of the secretary of the President and management committee by liaising with relevant persons or agencies, welcoming third parties and providing various facilities and performing other tasks as assigned such as booking hotels, restaurants, hospitals, travelling, appointments and arranging company business trips, etc. • Manage matters relating to the company’s expatriates and their families such as VISA and work permit, business trip, accommodation, school, health, repatriation etc. • Interpretation and translation for the President. • Take charge of coordinating and arranging meetings, preparing meeting documents, and taking minutes of the Management Committee and the shareholders' meeting in accordance with the applicable laws and regulations, the Articles of Association. • Prepare and store important documents of the company, such as the director's register meeting notice, minutes of the Board of Directors Meeting, minutes of the Management Committee Meeting and Shareholders' Meetings, Annual Report, the securities register and the shareholders, issue share certificates in accordance with the relevant laws and regulations. • Be responsible for membership in associations, clubs, institutes or other organizations on behalf of the company by coordinating membership application, renewal, membership payment, and notification of change of company representatives or members in order to work as a member on behalf of the company in accordance with the requirements of various agencies. • Be responsible for donations to external organizations and scholarships of the company by presenting to approve the donation and granting scholarships, disbursing money, organizing fundraising ceremonies, etc. to make donations and scholarships according to regulations and company policy. • Other ad-hoc tasks as assigned
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THAILAND: AVAILABLE POSITIONS *(Only open to Thai nationals)*

Company: **AGC Micro Glass (Thailand) Co., Ltd** (<http://www.amgt.co.th/>)

AGC Micro Glass (Thailand) Co., Ltd produces high-quality lenses for the world's leading camera manufacturers. Currently, around 2,630 employees are producing and selling quality products that meet the needs and requirements of customers, all the while adhering to socially responsible and eco-friendly approaches.

Benefits:

Annual Bonus, Annual Leave, Dental Insurance, Life Insurance, Medical Insurance, Supplementary Allowance, Provident Fund, Yearly Check-up, Gratuity, Long Service Award, Transportation, Uniform – and others

Position	Location	Skills & Qualifications	Job Description
16. Process Engineer (IT)	Lamphun	<ul style="list-style-type: none"> Education Background: Bachelor's Degree in Computer Science or related fields Working Experience: 0 – 3 years in similar functions (fresh graduates are welcome) Language: Good command of English Possesses knowledge of standard cost systems and controls (required) Service-minded with a positive attitude Basic understanding of database system (SQL) Basic knowledge of at least 1 programming language (VB, C#, PHP, Python) Knowledge of Python will be advantageous 	<ul style="list-style-type: none"> Developing applications using VB, HTML, NodeJS, JavaScript, C#, PHP, and Python Development of Web app / Win app. Management of database of SQL and MySQL systems Provide IT support to users
17. Process Engineer	Lamphun	<ul style="list-style-type: none"> Education Background: Bachelor's Degree in Electrical / Mechanical / Industrial Engineering or related fields Working Experience: At least 1 – 3 years in a manufacturing facility (fresh graduates are also welcome) Possesses knowledge of standard cost systems and controls (required) Commands competent managerial skills and first-line supervisory experience in manufacturing. Possesses leadership, supervisory, planning, problem-solving and decision-making skills. 	<ul style="list-style-type: none"> Manage and control production line including standard cost systems Manage and control production quality and production amount. Consolidate and analyse all process information and propose solutions to resolve issues, meet production targets and fulfil customer requirements. Support new model production and daily operations. Be responsible for the improvement of product quality.



18. Production Engineer	Lamphun	<ul style="list-style-type: none"> • Education Background: Bachelor’s Degree in Electrical / Mechanical / Industrial Engineering or related fields • Working Experience: At least 1 – 2 years in a manufacturing facility (fresh graduates are also welcome) • Language: Good command of English. • Possesses knowledge of standard cost systems and controls (required). • Commands competent managerial skills and first-line supervisory experience in manufacturing • Possesses leadership, supervisory, decision-making, coaching, problem-solving, planning, and communication skills • Possesses good computer literacy (Microsoft Office Suite) 	<ul style="list-style-type: none"> • Be responsible for production operation and supervision of the team. • Control production output to achieve the yield, quality, delivery, and cost targets and improve processes to achieve the highest performance standards. • Supervise operators, ensure that company rules are adhered to and maintain good discipline, morale and high attendance rates. • Perform improvement projects as assigned (i.e. Kaizen, 5S, cost savings, control for yield improvement etc.). • Support production line. <p>*Working Conditions: Able to work overtime and night shifts (if requested).</p>
19. Production Control Officer	Lamphun	<ul style="list-style-type: none"> • Education Background: Bachelor’s Degree in Business Administration or related fields • Working Experience: At least 1 – 5 years in materials planning, supply chain, material management, and production operation management. • Language: Good command of English • Strong interpersonal and communication skills, proactive • Possesses interpersonal, analytical, negotiation, and time management skills • Possesses good computer literacy (Microsoft Office Suite). • Able to work under pressure • Adapts to changes easily 	<ul style="list-style-type: none"> • Collaborate with relevant functions to drive operational effectiveness. • Review material master plan and release purchase order to the vendor in response to customer demand. • Review forecast with business to ensure product availability, minimum slow movement inventory and ensure optimum customer service level. • Provide weekly/monthly production planning based on demand to the team. • Follow up on output and respond to the team regarding the product availability date. • Coordinate with relevant departments to resolve production plan issues. • Plan, monitor and control the customer schedule based on the customer’s requirements or availability of stock.
20. Maintenance Engineer	Lamphun	<ul style="list-style-type: none"> • Education Background: Bachelor’s Degree in Electrical Engineering / Electronics or related fields. • Working Experience: 0 – 5 years in machinery maintenance (fresh graduates are welcome). • Language: Good command of English. • Possesses knowledge of Programming Logic Controllers (PLC), Servo Motor, Electrical, Pneumatic and AutoCAD System • Experience in preventive maintenance and machine maintenance • Able to analyse and make improvements in projects • Commands competent managerial skills and first-line supervisory experience in manufacturing • Possesses good computer literacy (Microsoft Office Suite) 	<ul style="list-style-type: none"> • Analyse and solve issues in the machinery to prevent future occurrences and drive optimal performance • Improve and develop the quality of machines to increase performance and production rates • Design, plan, install and repair machines in accordance with engineering requirements • Supervise and impart technical skills and knowledge to maintenance technicians • Provide data and summarise monthly maintenance reports and other relevant documents



THAILAND: AVAILABLE POSITIONS *(Only open to Thai nationals)*

Company: **AGC Automotive (Thailand) Co., Ltd** (<http://www.agc-automotive.co.th/>)
 AGC Automotive (Thailand) Co., Ltd is the first automotive glass manufacturer in Thailand with a registered capital of THB 1,500 million. Established in 1974, there are currently at least 900 employees working to produce tempered and laminated safety glass for automotive manufacturers in Thailand and exports to other countries in the Asia Pacific region and Europe.

Benefits: Annual Bonus, Annual Leave, Dental Insurance, Life Insurance, Medical Insurance, Supplementary Allowance, Provident Fund, Yearly Check-up, Gratuity, Long Service Award, Transportation, Uniform – and others.

Position	Location	Skills & Qualifications	Job Description
21. Safety Engineer	Chonburi	<ul style="list-style-type: none"> • Education Background: Bachelor’s Degree in Occupational Health or related fields • Working Experience: Experience in similar functions in a factory or an industrial environment • Language: Good command of English • Possesses good communication and negotiation skills • Possesses good computer literacy (Microsoft Office Suite) • Possesses knowledge of the country’s safety regulations and requirements 	<ul style="list-style-type: none"> • Be responsible for safety standards, requirements and activities in compliance with local regulations, AGC Headquarters and customers • Be in charge of accident investigation, prepare necessary reports and measures in compliance with local regulations, AGC Headquarters and safety • Conduct relevant training and courses relating to safety during orientation • Comply with the standard and regulations relating to occupational health, safety, AGC Environment, Health & Safety (EHS) and customer • Prepare and plan for emergencies • Monitor new Environment, Health & Safety (EHS) laws and conduct evaluation, after which summarise and disseminate to related parties including advisory guidelines • Oversee the creation and maintenance of the safety and environmental management system • Communicate and record safety accidents and report upon request • Manage and ensure that emergency response is ready and report to the management team. • Conduct safety training for new employees and contractors and ensure compliance. • Plan and check Health, Safety & Environment (HSE) for analysis of safety and environmental issues. • Follow up on audit following IAFT 16949 work standard. • Other ad-hoc tasks as assigned



22. Production Engineer	Chonburi	<ul style="list-style-type: none"> • Education Background: Bachelor's Degree in Industrial, Production, Mechanical Engineering or related fields • Working Experience: 2 – 5 years in similar functions • Language: Good command of English • Possesses knowledge in machine tools, AutoCAD for designing machines • Good team player, meticulous and high adaptability • Possesses planning, creativity and writing skills • Possesses commercial awareness 	<ul style="list-style-type: none"> • Be responsible for the production process and make improvements to achieve KPI. • Establish work instructions and training • Analyse problems and conduct investigations into customers' complaints and prepare investigation reports and countermeasures to prevent future occurrences. • Prepare Advanced Product Quality Planning (APQP) document for new model launch including process design and new model trial. • Conduct safety risk assessment and be responsible for the environmental impact
23. Logistics Assistant Manager	Chonburi	<ul style="list-style-type: none"> • Education Background: Bachelor's Degree in related fields • Working Experience: At least 10 years in automotive parts development • Language: Good command of English • Possesses knowledge in Toyota Production System (TPS), Lean and Operation Simulator • Good team player, meticulous and high adaptability • Possesses planning, creativity and writing skills • Possesses good computer literacy (Analysis via Excel and PowerPoint) • Possesses commercial awareness 	<ul style="list-style-type: none"> • Be responsible for the management of the warehouse, logistics, delivery, transportation, forklift, package design, package control and material control. • Be responsible for budget planning and control • Provide necessary support for the supply chain function • Plan and monitor control of operating procedures for logistics and supply chain • Manage all customer deliveries to achieve targets based on requirements • Ensure strict monitoring within the inventory control system • Control of manpower management



THAILAND: AVAILABLE POSITIONS *(Only open to Thai nationals)*

Company: **AGC Vinythai Public Company Limited** (<https://agcvinythai.com/>)

AGC Vinythai Public Company Limited is a manufacturer and distributor of chlor-alkali products in the intermediate petrochemical industry, and grows its business on its solid operating foundations, continuous innovation, and the trust it earns from its stakeholders. The company prides itself on always acting ethically and responsibly towards the environment and its stakeholders.

Benefits: Annual bonus, life insurance, medical & dental allowance, social security, provident fund, annual health screening, long service awards, transportation, uniform—and others.

Position	Location	Skills & Qualifications	Job Description
24. Finance Supervisor	Bangkok	<ul style="list-style-type: none"> Education Background: Bachelor’s Degree in Business Management, Finance or related fields Working Experience: 5 – 7 years in Credit Control, Credit Management Function or Collection Language: Good command of English, especially in report writing Proficient in MS office and SAP Possess good analytical thinking and negotiation skills 	<ul style="list-style-type: none"> Evaluate new customers in terms of creditworthiness, solvency and payment practices Propose reasonable credit limits and payment terms for new customers for management approval Conduct credit review of existing customers and propose adjustment of coverage credit exposures Maintain and update customer’s financial situation and economic situation Follow up on customer payment performance and report Perform collection activities efficiently and achieve targets of function and the company. Perform collection activities, ensure compliance with the credit policy of the company and meet the conditions of the trade credit insurance policy.
25. Instrument Engineer	Rayong	<ul style="list-style-type: none"> Education Background: Bachelor’s Degree in Instrument Engineering or related fields Working Experience: 3 – 8 years in instrument engineering in the petrochemical industry Language: Good command of English (TOEIC preferred) Possesses good computer literacy (Microsoft Office Suite) Possesses strong analytical thinking and problem-solving skills 	<ul style="list-style-type: none"> Maintenance of instrument equipment and control system (Programmable Logic Controller (PLC) / Distributed Control System (DCS) to ensure the highest reliability, safety, and effectiveness Manage the schedule of preventive maintenance work and instrument calibration Plan and prepare spare parts for equipment Provide support for new production or modification jobs Supervise and guide electrical and instrument technicians



<p>26. Sales & Marketing PVC Export Manager</p>	<p>Rayong</p>	<ul style="list-style-type: none"> • Education Background: Bachelor’s Degree in Chemical Science, Engineering, Business Management, Marketing, or related fields • Working Experience: 5 – 10 years in the chemical industry in Polyvinyl Chloride (PVC) business (Polymer/Additive) • Language: Good command of English (Business communication) • Possesses business-oriented mindset and knowledge in growth strategy, business marketing, key account growth management, market, and business management • Possesses customer service orientated mindset, high accountability, and supportive mindset • Possesses knowledge in change management and project management • Knowledge of business computer programs is a must 	<ul style="list-style-type: none"> • Be accountable for implementing sales, marketing and channel strategy, strategic customer management and customer segmentation. • Develop and execute export sales allocation plan and sales forecast at the appropriate level of accuracy to enable inventory management & variable margin. • Share & Responsible for Profit & Loss (P&L) ownership, Proactive Pricing, Sales contract management, Allocation and Shipment Management, Credit Management & Collection issue • Drive & execute the business growth strategy. • Conduct market studies and update market information. • Implement and execute the development of agent, market and business planning • Manage business relationships with direct customers, sales channels and related organizations to maintain maximum profit and sales • Be responsible for product management, innovation, product mix and portfolio management. • Collaborate closely with relevant divisions to identify new opportunities (new product development, product improvement, new market development) and drive results
<p>27. Mechanical Engineer</p>	<p>Rayong</p>	<ul style="list-style-type: none"> • Education Background: Bachelor’s Degree in Mechanical Engineering or related fields • Working Experience: 0 – 5 years in chemical/petrochemical plant (fresh graduates are welcome) • Language: Good command of English (TOEIC preferred) • Possesses leadership skills to lead a team • Possesses strong analytical thinking and problem-solving skills • Possesses license for professional practice (Associate power electrical engineer) • Open-minded and collaborates well in a team 	<ul style="list-style-type: none"> • Be responsible for operations and control maintenance work • Analyse issues and propose solutions to prevent future occurrences • Design and improve machines to improve efficiency in compliance with the regulations • Prepare spare parts and equipment for maintenance work • Be responsible for assigned projects • Prepare reports for maintenance work • Be responsible for safety standards, requirements and activities in compliance with company regulation

END OF LISTINGS