

BOI Specialist

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Company: Lumentum

Location: Thailand

Category: other-general

It's fun to work in a company where people truly BELIEVE in what they're doing!

Responsibilities

Submit all Application of the BOI privileges, follow up and get the BOI approval

Coordinating with BOI for BOI activities and consultation for solving that concern with BOI System and BOI Process

Report the project progress for BOI (yearly)

Prepare and submit for max stock, formula and cut stock (control balance)

Management scrap and disposal Machine, equipment & raw material under BOI

Control BOI material for export parts and local parts under Section 36

Performing BOI stock balance report and scrap report

Re-export material operation

Manage and control Domestic Stock Balance

To inform BOI Regulation and BOI Process to related Dept. for importation of machinery and material under BOI privilege and related regulation

Coordinating with Trade compliance function to confirm tariff code and import duty rate, update regulation, consultation for solving that concern with clearing

Coordinate with customer and supplier for Report to Vendor (Indirect Export)

Provide support and necessary information to all related function to support shipments

Assist manager and executive to handle varies tasks to be done to fulfill business requirement

Qualifications

Bachelor's Degree in Business Administration or related field

At least 12 years in BOI experienced.

Good command of written & spoken English and computer literacy.

Commitment, cooperative and energetic

Good communication & documentation skills.

Attention to details, analytical, hands on and interpersonal skills.

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