

Date : February 20th, 2020

Job Application Announcement Permission

**Attention : Real Estate Business Program Director, Thammasat University and
Thammasat University PR Team.**

Dear Sir/Madam,

GS Engineering & Construction Corp.(GS E&C), a construction and property developer company based in Korea and currently has two JV Condominium Development Projects in Bangkok with local developer (PCL), is looking for a potential candidate from students, alumni and those who are interested to join our company in

Project Management (Officer/Senior Officer) : 1 Position

Therefore, we would like to request your kind cooperation in publicizing a job opportunity on the program website. We are also attaching a job description and requirement details as an attachment.

GS E&C hope Thammasat University can consider our request. If the Real Estate Business Program or the university need any further support in the future, we would be delighted to cooperate with you.

Thank you for your kind assistance.

Sincerely yours,



Kim, Jae-Chul

General Manager

Bangkok Property Development

GS Engineering & Construction Corp.

Job description for

Project Management / Market Reporting

Responsibilities

a. JV Project Monitoring

- Monitor the Contracts / Orders
- Schedule Planning / Ensure the Actual Progress of detail activities
- Monitor Cost & Expenses & Sales
- Monitor In & Out flow of Cash

b. JV Project Reporting

- Prepare Weekly / Monthly Report (sales, construction progress, budget spending, etc.)
- Prepare the projects status with historical performance, current situation and next step to do for management analysis
- Check and prepare Activities / Contracts / Schedule & actual Progress / Issues

c. Coordination with partner

- to arrange executive meetings
- to gather data & information from partner
- to translate reports in Thai to English

d. Market Research & Reporting

- Residential Market Overall in Bangkok
- Competitive Projects Reporting (Progress / Sales & etc.)

e. Duties on demand from time to time as assigned

Requirements

- Bachelor Degree or higher in any related field
- Thai nationality
- more than 3 years of working experience in project management of property sector
- Knowledge in Finance will be advantage but not required
- Good English communication in both of verbal and written
- Good MS. Office skills (Word, Excel & PowerPoint) and MS. Project

Working Conditions

- 5 days a week
- 12 days of annual leave
- overtime might be necessary in project peak times
- working at Office but frequent visits to project sites or partner's office are essential
- office, project sites and partner's office are all in Bangkok

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