

Announcement of
The Royal Thai Consulate-General, Fukuoka
No. 15 / 2026
Subject: Job Opportunity for the position of
General Coordination Officer

The Royal Thai Consulate-General, Fukuoka, wishes to recruit one (1) locally recruited staff member for the position of "*General Coordination Officer*". The details are as follows:

1. General Qualifications

- 1.1 Hold a Bachelor's degree or higher.
- 1.2 Possess good proficiency in Japanese, as well as either Thai or English (speaking, reading, and writing).
- 1.3 Possess knowledge and capability in using basic computer programs.
- 1.4 Hold a valid Japanese driver's license and possess good driving skills.
- 1.5 Have legal residency status in Japan.
- 1.6 Demonstrate a high level of responsibility in work, with the ability to work overtime, and dedicate time to official duties.
- 1.7 Be in good physical and mental health, polite, and possess good interpersonal skills for performing duties.

2. Duties and Responsibilities

- 2.1 Assist in providing consular services, diplomatic protocol, and administrative works, as well as various tasks and activities of the Consulate-General.
- 2.2 Assist in contacting and coordinating with government agencies and relevant organizations.
- 2.3 Assist in driving vehicles for officials of the Consulate-General to perform duties within its consular jurisdiction, including the delivery and collection of official documents and diplomatic pouches.
- 2.4 Perform any other duties as assigned.

3. Period of Employment and Remuneration Rate

From October 1, 2026, with a six-month probation, with a starting base salary of 264,320 Yen per month, plus fringe benefits. If the employee passes the performance evaluation, renewal of the contract will be considered in accordance with the specified criteria and conditions.

4. Selection Method

The selection will be conducted through a written examination and an interview to review the applicant's background and evaluate his/her work attitude, communication skills, and language capabilities. The written examination score accounts for 50 percent, and the interview score accounts for the other 50 percent. To pass the examination, applicants must score above 50 percent in both the written and interview sections.

5. Application Documents

5.1 A resume/CV in English or Thai (for applicants with Japanese nationality) / a resume/CV in Japanese or English (for applicants with other nationalities).

5.2 A copy of a passport or a copy of an identification card issued by a government agency.

5.3 A copy of the document proving the right of permanent residency in Japan (for non-Japanese nationals).

5.4 A copy of a valid driver's license.

5.5 Two (2) 2-inch photographs.

5.6 Educational transcripts or proof of education.

5.7 Proof of foreign language proficiency (for languages that are not the applicant's native language).

5.8 A medical certificate.

5.9 Proof of employment or work experience (if any).

5.10 Any other documents each applicant wishes to provide to help the Selection Committee better know him/her (if any).

6. Application Method

Interested applicants must submit the documents listed in Section 5 above, by mail or by hand, to *the Royal Thai Consulate-General, Fukuoka, Dai Ichi Myojo Building 2nd Floor, 4-1-37, Tenjin, Chuo-ku, Fukuoka-shi, Fukuoka 810-0001*, by Monday, August 31, 2026. For further inquiries, please contact 092-739-9088 or email thaiconsulate.FUK@mfa.go.th

The Consulate-General will announce the list of eligible candidates and the examination details on its website, <https://fukuoka.thaiembassy.org>, on Friday, September 4, 2026.

Announced on August 10, 2026



(Mr. Kosol Satithamajit)
Consul-General of Thailand to Fukuoka