



MS.PENCHOTE SUPINIT

PERSONAL DETAILS

Gender : Female
Age : 49 years old
Date of Birth : June 20, 1975
Height/Weight : 1.63 meters/60 kilograms
Nationality : Thai
Religion : Buddhism
Married Status : Married
Health : Excellent
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EDUCATION

Education	Year	Degree	Main subjects	GPA
Ramkhamhaeng University	June 1993 to November 1997	Bachelor degree of Political Science	International Relation	3.16
Samsen Vittayalai School	1987 to 1992	High School	Art-English	3.25

SUMMARY OF SKILLS

Computer Skills: Microsoft Office (Words, Excel, Power point), Internet, E-mail

Typing skills: Thai 40 wpm., English 50 wpm

Language Skills:

Language	Speaking	Listening	Reading	Writing	Degree
Thai	Excellence	Excellence	Excellence	Excellence	-
English	Good	Good	Good	Good	TOEIC test score 720

Trainings:

OGISM and SAPS management, International Commercial Circle Business, Supply Chain Management, BOI, AS400 system, Oracle

WORKING EXPERIENCE/ APPRENTICE

Company	Year of service	Position	Job description
Central Restaurants Group Co.,Ltd.	Nov 2013 to Apr 2025	Senior International Purchasing Division Manager	-Generating and implementing efficient sourcing and category management strategies, food, bakery and beverage ingredients including packaging and indirect procurement. Ingredient : flour, potato, dairy, milk powder, whipping cream, frozen cream, grain, almond, malt, chocolate, sugar and etc.

			<p>Packaging : glass, PE, PU, aluminium foil, paper board and etc.</p> <p>-Analyzing and calculating costs of procurement and suggest methods to decrease expenditure.</p> <p>-Create Import-Export workflow with all Business Unit and prepare Official Bidding Invitation for 3rd Party Logistics.</p> <p>-Set Up KPI with 3rd Party Logistics and Monitor Logistics Performance for Import-Export Operations.</p> <p>-Monitor Overseas Supplier's Performance on Declaration according to TH Customs Regulations.</p> <p>- Manage/coordinate daily Import-Export and compliance activity</p> <p>- Review of Customs Import-Export entry submissions with request for any corrections with Benchmark's brokers.</p> <p>- Oversee the customs clearance process for import and export shipments, ensuring compliance with customs regulations.</p> <p>- Prepare, review, and submit all required documentation, including customs declarations, permits, and other paperwork, to ensure timely clearance.</p> <p>- Provide customs clearance instructions to brokers.</p> <p>- Classify commodities for an HTS classification.</p> <p>- Maintain documentation to meet government record keeping requirements, understanding of other government agency requirements upon importation (FDA, FCC, TSCA, CVD/ADD).</p> <p>- Maintain and monitor all customs licenses and certificates, ensuring they are kept up to date.</p> <p>- Establish the cost savings opportunities and collaborate with other teams for its execution to meet the goals set by the organization.</p> <p>- Set up annual pricing and negotiate the annual contract based on currency and commodities.</p>
Beiersdorf (Thailand) Co.,Ltd.	Jul 2012 to Dec 2012	Deputy Export Customer Service Manager	<p>-Manage and well prepare outbound shipment with effective and efficient operation between customer service , import & export warehouse and logistic service providers.</p>

			<ul style="list-style-type: none"> -Lead and develop logistics process and system in achieving high service level and generate cost saving. -Improve operation and logistics KPI's with logistics service providers. -Plan and manage effective outbound shipment to I & E warehouse and local distributor within timeframe. 	
Oxylane Thailand	Jan 2011 to Jun 2012	International Transport Manager	<ul style="list-style-type: none"> - Directs the expedition of export correspondence, credit collections as well as bid requests - Oversees the conversion of products to meet foreign standards and specifications. - Ensures that such shipping details as export licensing, product routing, shipping, packing as well as customs declarations are organized well. - Oversees the production of sales manuals in foreign languages by directing the technical staff. - Maintains information about licenses and tariffs, as well as restrictions. 	
Giftland Co.,Ltd. <Disney Licensee Product manufacturer>	Dec 2007 to Dec 2010	Foreign Affairs Manager	<ul style="list-style-type: none"> - Responsible in international business, managing and control profit and loss import-Export. - Create yearly and long term growth plan to be in line with objectives and strategies managing and control all marketing activities. - Take lead in international business unit and work closely with other business units. - Monitor, analyze and distribute statistics. - Study the market to find potential commodity segments and new potential trade lane. 	
Unicharm (Thailand) Co.,Ltd. <Sanitary& Baby diaper product manufacturer>	Jan 2001 to Oct 2007	Senior Import-Export Supervisor	<ul style="list-style-type: none"> - Controller about Import-Export process - Controller about BOI process - Coordinate with Production Planning about Inventory/Supply raw material - Coordinate product information and distribution - Kept accurate, current computer records of inventory, international suppliers, brokers - Handled all aspects of order taking and processing 	

Rienthai Rungreong Plastic Co.,Ltd.	Jun 1997 to Dec 2000	Oversea Sales Staff	<ul style="list-style-type: none"> - Coordinated product information and distribution - Oversaw the production of advertising and its placement in major trade publications. - Product demand planning
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QUALIFICATION

- Motivated and enthusiastic about developing good relations with clients.
- Effective working alone or as a cooperative team member.
- Professional in appearance and presentation.
- Self-reflecting and open to feedback.
- Initiative and ability to work in autonomy.