

CHATCHAVAL TOATHONG

SENIOR PROJECT COORDINATOR & OPERATIONS SPECIALIST

Age: 57 Years | **Experience:** ~36 Years
Location: Sapransung, Bangkok 10240, Thailand
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PRESENT ROLE & EXECUTIVE TARGET

Current Role: Working as a part-time consultant specializing in short-term regulatory and manufacturing projects, including BOI investment privilege applications, Thai FDA approvals, TISI product certifications, DIP trademark registrations, and ISO 13485 coordination.

Target Roles: Seeking part-time or short-term contract opportunities as a **Project Coordinator**, specializing in government agency liaison, permit applications, and technical project coordination.

CORE EXPERTISE & KEY COMPETENCIES

Government & BOI Liaison	Thai FDA & TISI Permits	ISO 13485 QMS Setup
Factory & Line Layout Design	Plant Setup & Operations	Continuous Improvement (5S/6-Sigma)

PROFESSIONAL WORK EXPERIENCE

SAFE MASK CO., LTD. | Project Coordinator (Hybrid Work)

Jan 2022 – Mar 2026 (~4 Yrs)

Medical & Industrial Mask Manufacturer | <30 Employees

- Represent and exhibit company face mask products at annual international and domestic trade shows and exhibitions.
- Develop comprehensive face mask product specifications and present tailored proposals to prospective commercial clients.
- Prepare production process flowcharts and plant layouts for license applications with government bodies, including the Thai FDA.
- Coordinate with relevant authorities for statutory clearances: Medical Device Manufacturer Licensing, FDA approvals, and TISI standards.
- Establish and implement the ISO 13485 quality management system, coordinating with external auditors, trainers, and certification bodies.
- Set up standardized operational documentation systems across all manufacturing processes and design product artwork/packaging.

ALUFORMS (THAILAND) CO., LTD. | Project Coordinator (Hybrid Work)

Jan 2016 – Dec 2020 (~5 Yrs)

Aluminium Formwork Manufacturer | ~100 Employees

- Manage post-approval BOI privilege compliance, securing work permits/visas for foreign experts, and handling duty-exempt machinery/raw material imports.
- Coordinate with IEAT for regulatory approvals and statutory permits, including factory modification permits and manufacturing licenses.
- Develop factory readiness plans and oversee facility installations, including electrical systems, imported machinery, and utility infrastructure.
- Prepare investment project proposals and supporting documentation for BOI applications to secure maximum investment incentives.
- Source suitable industrial land plots in Eastern Thailand for executive selection and construct an Aluminum Formwork plant.
- Formulate business plans and financial documentation for bank loan applications covering factory construction and machinery investments.

KITRUNGRUAG TRADING CO., LTD. | Project Coordinator (Full-Time)

Nov 2013 – Dec 2014 (1 Yr)

Trading Construction Materials | <10 Staff

- Collaborate with executive management to import interlocking bricks from overseas factories for Thai market distribution.
- Procure land and develop architectural concepts to construct a model demonstration building using interlocking bricks as a customer showroom.
- Design exhibition display booth concepts and secure prime venue space in major construction hubs to showcase product lines.

PROFESSIONAL EXPERIENCE (CONTINUED)

OBERTHUR TECHNOLOGY
EMV Technical Support
EMV Chip Supplier | ~20 Staff

Jul 2013 – Oct 2013

- Provided technical support coordination for ATM and credit card manufacturers using EMV chips.

DZ CARD (INTERNATIONAL)
EMV Technical Support
Card Manufacturer | ~600 Employees

May 2012 – Oct 2012

- Compiled technical specification packages for public tenders with DOPA (National ID cards).

KOA INDUSTRIAL CO., LTD. | **Production Manager**
Sub-Contractor (Telephone & Sub-Assembly) | ~80 Employees

Nov 2005 – Dec 2011 (~6 Yrs)

- Oversee production operations, manage finished goods delivery, and resolve customer quality and technical issues.
- Coordinate customer operations, including quotation preparation, demand forecasting, raw material planning, and production scheduling.
- Design production process layouts, incorporating conveyor lines, suction systems, electrical power distribution, and supporting utilities.
- Source and lease factory facilities to set up new operational manufacturing plants.

AMALIAN ENTERPRISE CO., LTD. | **Production Manager**
Printed Circuit Board Manufacturer | ~200 Employees

Y2005 (3 Months)

- Control printed circuit board (PCB) fabrication lines according to process workflows and production planning schedules.

LG SRITHAI INFOCOMM (THAILAND) CO., LTD. | **Engineering Manager & Production Manager**
Telecommunication Products (Telephone, Key Phone, PABX) | ~400 Employees

Sep 1991 – Mar 2005 (~15 Yrs)

- Plan and execute shop-floor production in strict alignment with master schedules set by the Central Planning Department.
- Lead company-wide continuous improvement initiatives, including Innovation projects, Six Sigma, and 5S programs.
- Collaborate with BOI officers to supply critical technical data, including parts usage metrics and machine capacity calculations.
- Procure new machinery to support advanced manufacturing technologies, such as SMT and Auto Insertion (AI) equipment.
- Design plant layouts and production lines aligned with new product manufacturing workflows (NPI).
- Perform assembly line balancing to optimize cycle times and enhance overall manufacturing productivity.
- Prepare operational documentation (Work Instructions, ECR, BOM) and calibrate test equipment/fixtures for PCB and final handset assembly.

Education & Academic Background

Master of Business Administration (MBA)
Thai-Nichi Institute of Technology, Bangkok
Major: Business Enterprise Management | Graduated: Nov 2010 | GPA: 3.47

Bachelor of Business Administration (BBA)
Sripatum University, Chonburi Campus
Major: Industrial Management | Graduated: Jun 1998 | GPA: 2.70

Diploma in Electronics
Minburi Technical College, Bangkok | Graduated: Mar 1990

Language Proficiency

English Proficiency (TOEIC Score: 610)

Reading

Good (90%)

Listening

Fair (80%)

Speaking

Fair (70%)

Writing

Fair (60%)

Key Executive & Technical Training

Year	Course Title	Location/Host
2017	BOI Comprehensive Regulations	Thailand
2013	CPS Training (EMV & Banking)	Oberthur, Philippines
2012	EMV Smart Card Technology	DZ Card, Malaysia
2002	SMT Machine Evaluation	Panasonic, Japan
2001	Event Process Training	LG, Korea
1999	Starex PABX Engineering	LG, Korea
1997	"Super A" Management Course	LG, Korea
1995	Customer Support Systems	VCS, Arizona, USA
1991	PCB Troubleshooting & Repair	LG, Korea