



SOUTHEAST ASIAN FISHERIES DEVELOPMENT CENTER

Training Department

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JOB ANNOUNCEMENT Technical Writer/Editor

Position: Technical Writer/Editor
Department/Office: SEAFDEC Secretariat, Bangkok, Thailand
Duty station: Information Program Coordination Office, SEAFDEC Secretariat
Contract type: Non-Project Fixed-term employee for one (1) year.
(If the work performance is qualified and meets the requirements, the contract can be extended annually.)
Salary: Up to 32,000 THB (subject to qualification and experience)

Welfare Benefit:

- Group Life Insurance covers group health and emergency accident insurance, total and permanent disability insurance, and group accident insurance
- Outpatient Department (OPD) medical benefits
- Annual Medical Check-up
- SEAFDEC Uniform
- Official Holidays and Leave in accordance with SEAFDEC rules and regulations
- Visa arrangement (for non-Thai citizens)

About SEAFDEC:

The Southeast Asian Fisheries Development Center (SEAFDEC) is an autonomous intergovernmental body established in 1967 with the mission *"To promote and facilitate concerted actions among the Member Countries to ensure the sustainability of fisheries and aquaculture in Southeast Asia"*. SEAFDEC is seeking a **Technical Writer/Editor** to work under the Information Program Coordination (IPC) Office of the SEAFDEC Secretariat in Bangkok, Thailand.

Responsibilities:

1. To be responsible for the process of producing SEAFDEC Special Publication "Fish for the People,"¹ including planning, compiling/writing/editing articles, and providing guidance on publication layout and distribution;
2. To support the preparation and editorial check of other publications, information materials, and documents prepared by the SEAFDEC Secretariat;
3. To support the conduct of events and activities of the SEAFDEC Secretariat; and
4. To perform other functions as assigned by the SIO, IPC, DSG, and SG.

Qualifications:

1. Southeast Asian nationality²; male or female; age not more than 55.
2. Bachelor's or Master's degree in fisheries, environmental sciences, or other related fields

¹ Fish for the People, accessible through URL: <https://repository.seafdec.org/handle/20.500.12066/5983>

² Limited to SEAFDEC Member Countries: Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Singapore, Thailand, Viet Nam



3. Demonstrated knowledge and ability to comprehend fisheries-related subjects and issues.
4. Very good command of the English language, particularly in academic and technical writing.
5. Proven experience in writing, reviewing, and editing technical articles.

Application Process:

Please send your detailed CV, a completed application form, together with a certified true copy of the following documents:

- | | |
|---|---------|
| • Copy of educational qualification and transcript | 1 copy |
| • Copy of identification card (for Thai applicants) or Passport (for non-Thai applicants) | 1 copy |
| • Copy of house registration (for Thai applicants) | 1 copy |
| • Photograph of the applicant (1 or 2 inches with straight face, no hat, and no glasses) | 1 photo |
| • Medical certificate from a government hospital or private hospital | 1 copy |
| • Copy of evidence of the release of military obligations (for male, Thai applicants) | 1 copy |
| • Additional documents that verify the applicant's experience in writing, reviewing, or editing technical materials | 1 copy |

Please download the application form from the SEAFDEC website <http://seafdec.or.th>. Applicants are requested to submit all required documents in English **before 30 November 2025**.

To: Administrative and Human Resources Section,
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Ms. Supatra Loonchaiya
Administrative and Human Resources Section Head
14 November 2025