

# Trade Compliance Manager Cover Letter

4343 Gale Shore South Shontaport, CO 05669

**Dear Sutton Braun,**

I would like to submit my application for the trade compliance manager opening. Please accept this letter and the attached resume.

Previously, I was responsible for day to day support on import and export activities including approve export shipments, provide COO, assign HTS/ECCN classification and determine export license.

My experience is an excellent fit for the list of requirements in this job:

- Customs Broker's License is highly preferred
- Proficiency in MS Office Suite to include advanced skills in Excel
- Excellent project management, planning and organizational skills, with strong attention to detail and follow up
- Supports and executes strategies, objectives and plans established by Global Customs & Trade/Global Logistics Services
- Possesses specialized knowledge of multiple areas within U.S. Government regulations and business practices
- Operaciones administrativas (Cambios de Regimen, Virtuales, .)
- Amplio conocimiento de la Ley Aduanera, Regulaciones de US Customs y FDA
- Administracion de personal

**I really appreciate you taking the time to review my application for the position of trade compliance manager.**

Sincerely,

Max Schuppe