

Trade Compliance Manager Cover Letter

3561 Kassulke Tunnel Hongland, KS 62599

Dear Phoenix Hahn,

I am excited to be applying for the position of trade compliance manager. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for guidance on compliance matters on Restricted Party Screening, ECCN classification, end-use/user restrictions, sanctions, export license determination and drafting license applications, and escalation matters.

Please consider my experience and qualifications for this position:

- Proven proficiency in an automated trade compliance environment
- Positive attitude toward customer service in meeting the needs of internal and external business partners
- Strong analytical, communication, organizational and problem-solving skills
- Experience classifying imported items, addressing various trade compliance issues, and solving problems common to ongoing operations in international trade
- Managing relationships and programs with US Customs and Border Protection, FDA, USDA, Department of Commerce and Bureau of Labor Statistics
- Providing direction and processes to ensure compliance with guidelines for the Importer Self-Assessment (ISA) program, Customs-Trade Partnership Against Terrorism (CTPAT) and US Customs Reconciliation
- Establishing processes and procedures for the execution of export and/or import processes as related to finished foods, raw materials, WIP, capital equipment, premiums, packaging or other goods exported or imported directly or indirectly
- Developing and presenting training programs on Customs compliance issues to a variety of internal stakeholders to ensure knowledge of and compliance with US Government regulations

Sincerely,

Avery Barton