

Trade Manager Cover Letter

24065 Jones Locks South Marcellefort, SD 57871-8961

Dear Haven Greenholt,

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

In my previous role, I was responsible for direction on new supply chain opportunities with import/export regulatory implications and potential tactical and strategic benefits.

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

- Experience in the liner shipping industry and trade management
- Teamwork-oriented and able to work with a virtual team
- Conducts periodic formal assessments of the Division and plant activities to ensure that policies and procedures are properly followed and that all activities and transactions are in compliance with the appropriate import/export laws
- Develop and manage a duty drawback program that identifies both current and future opportunities to reclaim duty paid on imported articles
- Manage Duty Drawback program from claim preparation through claim filing, prepare Duty Drawback Procedure Manual updates, publish and train
- Develops and nurtures a working environment in support of Alcoa's Vision and Values
- Accountable for the management of customs fees and duties paid for ATEP
- Regularly represents ATEP and Alcoa in dealings with other plants, personnel from other BU's and RU's, customers, suppliers, and government regulatory agencies

Thank you for considering me to become a member of your team.

Sincerely,

Story Schroeder