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# Example of Global Trade Compliance Job Description

Our innovative and growing company is hiring for a global trade compliance. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for global trade compliance

* Develop strong business partner relationships, including liaising with global leaders such as Business Platform leaders, Functional leaders (finance, accounting, tax, supply chain, logistics, ), Global Operations Counsel and BI&C members
* Obtain paperwork required to process Mexico customs entries
* Validate paperwork are in accordance with customs requirements and pursue any amendments when required
* Process entries with i-house brokerage software
* Digitalize customs paperwork as required and ensure record keeping regulations are met
* Provide reports to analyze customs brokerage operations in Mexico
* Support the import and export operations in compliance with internal processes and applicable rules and regulations from Mexico government
* Support the approval and issuance of certificates of origin
* Supports the approval and issuance of certificates of origin
* Administering the global trade compliance program, including being the subject matter expert for all import and export issues

## Qualifications for global trade compliance

* 7+ years of experience with regulatory compliance including developing and implementing compliance programs internationally
* 5+ years experience managing global projects and experience driving process improvement with technology
* Management/supervisory experience, with experience in building teams
* Experience in product or trade compliance automation and tooling
* Experience managing products compliance programs for a technology business
* Ability to engage in high level strategic thinking and creative and detailed execution