Downloaded from <https://www.velvetjobs.com/job-descriptions/import-manager>

# Example of Import Manager Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of import manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for import manager

* Lead cross-functional strategic initiatives in EU and origin to streamline and reduce costs across the full supply chain via optimal consolidation, de-consolidation and storage
* Collaborate with ocean and air carriers to achieve best-in-class delivery time and on-time percentage
* Translate demand forecasts into optimal production forecasts that factor lead time, transportation, and other costs
* Drive root-cause analysis and reporting on operational issues, develop action plans and project manage improvements
* Execute the strategic business development plan while working with key internal stakeholders
* Identify local business team direct import needs and potential opportunities
* Work with internal stakeholders and cross-functional teams to help direct import vendor successful launch on China platform
* Measure, manage and report account status and an overall business view by region/by GLs on a regular basis
* Develop and implement successful Import Parts sales programs in the field
* Determine the applicability of ITAR exemptions, ECCNs and use of Commerce exceptions

## Qualifications for import manager

* Must be confident and passionate, highly articulate and engaged communicator / presenter
* He/she must be fluent in English and Mandarin
* Ability to work in matrix organization and handle competing priorities
* Ability to collaborate and influence others to drive functional priorities
* Must be able to use Excel, Word and other common desktop software applications
* Excellent command of spoken and written English (any second European language is an advantage)