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# Example of International Trade Compliance Analyst Job Description

Our innovative and growing company is looking for an international trade compliance analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for international trade compliance analyst

* Prepares export and temporary import license and agreement applications in compliance with applicable U.S. government laws and regulations
* Processes commodity jurisdiction and classification determinations
* As required, supports law department in investigating and resolving compliance problems, questions, or complaints
* Perform import compliance reviews of assigned PSS international entities located in Latin America & the Caribbean
* Facilitate importation into international countries by maintaining an effective and efficient flow of international shipments in collaboration with International brokers, Global Logistics, Third Party Vendors, Finance, and Legal to ensure proper commercial documentation is included and imported goods are in compliance with International import regulations
* Support import activity
* Prepare and submit all necessary export/import authorization requests required to support Armament Systems Division in their international programs
* Conduct audits and ensure business is adhering to execution of customs activities - monitoring for compliance
* Perform research and analysis to assign FDA product codes for all food imports in the US
* Determine the best method of transportation globally, referring to documentation for destination, considering factors such as export/import authority, expense, delivery times, and user requirements

## Qualifications for international trade compliance analyst

* Experience with DOD/DTSA licensing agencies
* Participate in cross-functional and/or cross-sector working groups and projects, as required
* Possess excellent interpersonal and communications (written and verbal) skills
* Participate in cross-functional and/or cross-sector working groups and projects
* Performs extensive research on oilfield related products
* Assesses business risks for international import and export transactions