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# Example of International Trade Compliance Job Description

Our company is looking to fill the role of international trade compliance. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for international trade compliance

* Conduct and/or assist with Harmonized Tariff Classifications (HTS) analysis and determinations
* Maintain relationships with freight forwarders, customs brokers and other strategic vendors to control the efficient flow of hardware to meet program/sector requirements
* Participate in cross-functional and/or cross sector working groups and projects as assigned
* Provide and support functional or program specific export/import compliance training
* Identify opportunities to "lean out" ITC processes to make ITC faster, easier and more efficient for the business
* Ensure compliance to export regulations and company International Trade Compliance policies and procedures
* Consult with the business team to ensure efficient and compliant transactions in areas such as export of hardware and technical data packages, J/C & marking of technical data, export logging and record keeping activities
* Evaluate impact of changes to export regulations on GSC planning and ensure implementation of efficient solutions that ensure full compliance and are smoothly integrated into the business
* Follow standard work, coordinate export requirements with open orders to ensure compliance with company policies and U.S. export and import regulations
* Review, assess and make recommendations on complex internal and external contracts

## Qualifications for international trade compliance

* Junior or Senior Business Management, Industrial Engineering student or other related discipline
* Some demonstration of project or group leadership
* Attention to detail and comfortable with risk assessment and decision making skills
* Familiarity with ISO documentation
* SAP or other ERP software
* Experience in supply chain or manufacturing environment