



Example of Trade Compliance Analyst Job Description

Powered by www.VelvetJobs.com

Our company is growing rapidly and is searching for experienced candidates for the position of trade compliance analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for trade compliance analyst

- Interact regularly with multifunctional groups in distribution, legal, outside service providers, management, procurement, engineering, transfer teams, and others to ensure an understanding of regulations accomplish trade compliance objectives
- Establishing process documents
- Issue resolution with managing the routed process
- Assist with the ongoing training and instruction to company-wide personnel as regulations and the business evolve
- Execute export control policies and procedure
- Provide export compliance guidance and training to other trade team members and company employees
- Ensure continuous improvement and execution of day-day compliance activities
- Manage relationship with customs brokers and freight forwarders
- Perform audits of Free Trade Agreement forms to ensure compliance with FTA programs including but not limited to NAFTA
- Provides regulatory guidance to integrate the regulations into business processes to maximize outcomes

Qualifications for trade compliance analyst

- Bachelor's degree in IT, Supply Chain Management, Business, or related field

- Address performance issues within the given global management system, resolve issues both on a case-by-case basis (supporting brokers) pervasive issues
- Work with other Global Logistics process owners to support logistics projects (requirement and process definition)
- Design and Execute Business Controls activities such as compliance testing, Key Controls reporting, self-assessments, peer reviews
- Bachelor's degree in Supply Chain, Business, International Trade or other relevant field