



Example of Trade Compliance Manager Job Description

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Our innovative and growing company is searching for experienced candidates for the position of trade compliance manager. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for trade compliance manager

- Conducts research, determine, and assign accurate tariff classification, country of origin, valuation, of raw materials / finished goods and supports Trade Compliance Team
- Training personnel on export/import obligations
- Assist in technology classification and export authorization requirements
- Managing the quality assurance/quality control reviews and processing of export and temporary import license and agreement applications in compliance with applicable U.S. government laws and regulations
- Providing guidance to sectors and business units on the development of export strategies
- Serves as liaison with U.S. government agencies on strategy development related to specific export matters of concern, responds to inquiries from U.S. Government reviewers, and resolves application related issues
- Further develop an ongoing, country- tailored training program that includes but is not limited to, export control and technology, Corporate Trade Standards, general awareness, risk identification, and escalation
- Work with manufactures/vendors to set up the effective import/export processes to support Prime Air operations
- Monitor regulatory changes related to import/export
- Conduct pre/post entry compliance reviews and interface with company

Qualifications for trade compliance manager

- Review the status of different programs and authorizations obtained by the divisions (such as Maquila programs, IMMEX, PROSEC, NEEC,) and work with Tax to determine best method for division
- Present before Mexican Authorities permits, authorization requests, applications, for importing / exporting products in and out of Mexico
- Maintain awareness of regulatory environment and assess impact to the business
- An active role for various projects provide assistance to Global/Regional logistics & compliance team & supports Director Global Trade & Regulatory Compliance
- Bachelor's degree in a related field will be required
- Strong corporate financial acumen