

# Joseph Serr

250 East Sixth Street Apt 737, Saint Paul, MN 55101 • (612) 599-0016 • joseph.elwyn@gmail.com

## Professional Summary

Import/export Trade Compliance professional with proven track record of creating innovative and sustainable tools by leveraging the lean principles of continual process improvement. Four years of distinguished military service inspired me to complete my education and cultivate the ideals of integrity and service. Synthesizing these principles with an industrious work ethic allows me to rise above circumstances, galvanize others, and foster teamwork among my peers.

## Skills

- Project management
- Data management
- Process implementation
- Risk management processes and analysis
- Self-motivated
- Strong verbal communication
- Conflict resolution
- Extremely organized

## Additional Information

- SECURITY CLEARANCE Military Secret Security Clearance 2005 - 2015
- VOLUNTEER WORK AND COMMUNITY SERVICE Oxfam America University of Minnesota Human Rights Center

## Work History

### Classification Specialist

09/2012 to 10/2015

#### The Donaldson Company Incorporated – Bloomington, MN

- Created and implemented HTS classification project-management process; a program designed to leverage company's information systems--identifying highest areas of compliance risk, implementing tools and processes to close gaps, cultivating sustainability.
- Conducted and presented impact to business summaries for more than \$173M worth of imported assets, leveraging Microsoft Office skills to reclassify more than 5,5k misclassified saleable parts and classify a further 4.5k unclassified parts--standardizing, streamlining, and automating global classification processes
- Designed HTS Microsoft SharePoint website, providing instant access throughout global network to quick-lookup tools and classification resources-increasing access to information thus driving greater accuracy, speed, and self-sufficiency among non-classifiers.
- Created user-friendly product rationale designed to provide quick, easy-to-understand, and comprehensive classification reasoning; authoring more than 50 individualized rationales covering more than 25k unique part numbers-strengthening data-integrity and recordkeeping capabilities.
- Authored and submitted Donaldson's first binding ruling; collecting and analyzing product information as well as classification analysis-ensuring CBP's ability to provide definitive classification guidance for more than \$55M/5 years worth of engine air filtration cartridges.

### Customs Commodity Classification Specialist

10/2011 to 08/2012

#### Graco Incorporated – Minneapolis, MN

- Determined proper Harmonized Tariff code and country of origin for more than 10,000 Graco Incorporated import/export commodities--mastering Harmonized Tariff Schedule in less than eight months, ensuring compliance with United States Customs and Border Patrol (CBP), and proper duties paid.
- Authored commodity rationales in collaboration with Graco import experts-ensuring uniform standards of classification, streamlining compliance, and increasing supply chain productivity and accuracy.
- Mastered Harmonized tariff schedule, ensuring Graco's compliance with United States customs and border patrol, and enabling quick and efficient clearance of imports through US ports of entry.

**United States Air Force** – San Antonio, TX

- Managed NATO Channel Flight Operations during a two-week emergency leave of the NATO Channel Flight Chief, ensuring 100 percent mission success during the busiest flight-scheduling period of 9-month tour.
- Tracked movement of 1,256k tons of inbound and outbound cargo; recording all Air Movement statistics for Kosovo Airports in weekly report for Deputy Chief of Staff, increasing information availability.
- Collaborated with Travel Office Manager in rewriting office's Standard Operating Procedures; increasing office's logistical operating capacity and ensuring maximum aircraft utilization.
- Deployed to Dar es Salaam Tanzania and Bucharest Romania, collaborating with U.S Embassy to provide logistical support for Air Force One and President of United States through the preparation and processing of more than 1330 tons of cargo-maintaining 100% asset accountability.

**Education**

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**Bachelor of Arts:** Political Science

2011

University of Minnesota - Minneapolis, MN

GPA: 3.3