

## Vacancy Announcement | Trade Compliance Manager

The **TRADE COMPLIANCE MANAGER** is responsible for minimizing the company's risk of violations and ensuring strict compliance with all applicable Customs laws

### **Responsibilities:**

Oversee the Dental trade compliance programs. • Manage Customs Broker relationship and performance. • Ensure compliance with U.S., Italian, European, and any other relative Customs or government agency's rules and regulations. • Ensure accurate HTS and ECCN classifications for products and supplies. • Ensure proper COO marking. • Supervise plant import/export trade associates. • Work with other departments (purchasing, finance, receiving shipping, customer service, etc.) to collect and manage trade related information. • Work with brokers and freight forwarders to ensure proper documentation and compliance with company trade compliance policies. • Track and report on US and international trade laws compliance laws that impact the company's business and communicate the same to appropriate business teams and leaders. • Works with the local import compliance associates and brokers to resolve any errors found in entry audits. • Manage Export screening process for customers and vendors. • Review and audit documentation submitted to Customs accuracy and comprehensiveness. Make corrections as necessary and notifies appropriate parties. • Implement and maintain a document retention program re: trade compliance. • Determine the correct duty rate based on the applicable governmental agency regulations and identify potential Trade Agreements and related savings. Assure proper qualification of any free trade programs used. • Develop and maintain Import and Export Standard Operating Procedures (SOP's) based on applicable governmental regulation. • Provide specific, applicable information concerning governmental regulations regarding the importation or exportation of commercial goods & information as required to management, so that management can make informed decisions regarding the importation or exportation of commercial goods and information. • Manage the Global Trade Management (GTM) Oracle application for Trade • Develop and provide training and assistance, as directed/needed, to other company departments and local plant import and export compliance associates. • Obtain from Purchasing Department certificates of origin for all purchased merchandise. • Maintain country of origin and classification database for all parts. • Work on special projects or other duties as assigned. • Develop countermeasures and action plans for compliance improvements, drives implementation of action plans.

### **Requirements:**

- Four-year degree. • Customs broker license or IMEX MBB a plus Very good English mandatory - other European language being a plus • 2+ years working as part of in-house compliance team and/or 5+ years working at a Customs Broker; and trade compliance. • Excellent verbal and written communication skills. Oral presentation skills. • Ability to think critically, troubleshoot, and problem-solve. • Strong planning and organizational skills ability to draw up work plans and execute. • Fluent in the use and application of Microsoft Office Applications, Word, Access, Excel, Outlook, and PowerPoint. • Able to interpret & analyze regulations. • Able to work independently and in a team environment with little supervision. • Able to effectively handle multiple projects simultaneously.
- Italian and English fluent, German and French area plus. Travel: Up to 10% domestic and possible international travel in the future.

**Location: Bioggio, Switzerland**

**PLEASE SEND YOUR SUBMISSION, CV AND PROFILE IN ENGLISH TO [HR.KERRHAW@KERRDENTAL.COM](mailto:HR.KERRHAW@KERRDENTAL.COM)**

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