

Ideal Candidate- Harmonized Tariff Classification of goods A-Z, Ability to build working relationships and effectively partner cross-functionally/cross-regionally, SAP-GTS (Global Trade systems). Customer broker license preferred. The Senior Associate Import/Export will be accountable for managing operational activities to support export shipments from Amgen U.S. sites, exports from contract labs and partners located in the US, act as a backup for import shipments, and other duties as they arise.

The Senior Associate Import/Export will be responsible to:

- Partner internally and externally to manage outbound shipments by liaising with research and development requestors, warehouse/distribution staff, freight forwarders/customs brokers, and other stakeholders
- Provide support for obtaining applicable shipment permits and licenses
- Resolve shipment issues
- Prepare and review shipping documentation and customs invoices for accuracy including valuation, commodity classification, and country of origin
- Assist with global classification of materials in SAP-GTS

The Import/Export team within the Global Trade Office provides program oversight for trade compliance, establish controls and global standards for regional execution and are experts in international trade regulations.