



**ICCPA**  
International Compliance Professionals Association

## **Job Opportunity**

Company	FTZC (Foreign-Trade Zone Corporation)
Job Title	FTZ Specialist or Custom Broker Entry Team Leader
Location	Lancaster, Pennsylvania
Salary Range	Salary Commensurate with Experience
Relocation Assistance	Relocation costs will be considered for the right candidate

### **Job Description / Responsibilities / Requirements**

#### **Experienced FTZ Administrator or Customhouse Broker Entry Team Lead**

The **FTZC™** (Foreign-Trade Zone Corporation), the leading Foreign-Trade Zone consulting, operations, and software firm, has an immediate opening for a knowledgeable individual to assist **FTZC** in growing its managed service division. **FTZC** is willing to provide foreign-trade zone specific training to candidates that have in-depth experience with importing, in-bond transactions, and CBP compliance in a formal Customhouse broker or similar environment.

#### **What you will be doing:**

You will be assisting with leading the FTZC managed services administration team as well as administering key accounts. You will help ensure our client's foreign-trade zones are administered and operated in a compliant manner. This includes interacting with Customs and Border Protection, client's customhouse brokers, and the client's management. In addition, you will ensure that CBP and compliance reports are created and submitted in a timely manner as well as customer specific reports.

#### **Where You Will Be Working:**

This position is located in **FTZC's** Operations and Contract Management Center at:

941 Wheatland Avenue  
Lancaster, Pennsylvania 17603

**Required Experience:**

- 4+ years of experience administering a foreign-trade zone or overseeing import entries at a high volume importer or customhouse broker.
- Understanding of HTSUS merchandise classification, and import transactions
- Have a working knowledge of logistics activities including import activities
- Excellent communication and interpersonal skills.
- The individual should be self motivated and capable of working as part of a team or alone with little supervision.
- Possess knowledge of logistics terminology
- In-Depth experience using Microsoft Word, Excel, and Outlook

**Desired Experience:**

- Customhouse Broker License
- Experience administering a Foreign-Trade Zone
- Experience working for a Customhouse Broker
- Experience dealing directly with US Customs and Border Protection.
- Experience with Import and Export systems and compliance systems

**Compensation Package:**

The FTZC maintains one of the best compensation packages in the industry, including:

- Excellent Salary commensurate with experience
- 100% company paid employee health insurance
- 401K retirement with both company paid contributions and dollar for dollar 100% matching
- Life insurance
- Long Term Disability insurance
- Company paid holidays
- Company paid personal leave (vacation)
- Relocation costs will be considered for the right candidate

**Only applicants with FTZ or Customs entry experience need apply.**

**Contact Information to Apply**

Please submit your resume to [www.ftzcorp.com/careers.aspx](http://www.ftzcorp.com/careers.aspx)