

**DARIE ACHSTEIN-CONWAY**

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**PROFESSIONAL QUALIFICATIONS**

Seasoned Global Trade and Compliance with an expertise in Encryption is seeking new opportunities.

**EXPERIENCE**

**2014 – Present**                      **GLOBAL TRAINING CENTER**

**GLOBAL TRAINING INSTRUCTOR**

Instructing on a variety of subjects within global trade

Notably Tariff Classification and Exports

**2000 - 2018**                      **QLOGIC CORPORATION and CAVIUM INC. (New company owner)**

**SR GLOBAL TRADE AND COMPLIANCE MANAGER**

Each quarter supported all global aspects of revenue flow for shipments and trade

Weekly supported all NPI (New Product Innovations) functions for all future generation products and their revenue streams

Solely handled imports and exports for global and domestic shipments (air, ocean, rail and trucking)

Coordinated the completion for an Export/Import Compliance manual

Put into place a US export/import program, including HTS classification, valuation, country of origin, recordkeeping and special trade programs

Trained internal and external customers on global compliance

Set up the US and overseas Customs brokers with SOPs

Sole approver of VAT/duty/freight billing

Solely coordinated TIB's (Temporary Import Bonds)

Worked with customers on their decisions for logistics and brokerage

Helped advise Legal on which INCOTerms to use

Established the company import/export license process for EMEA, APAC and Middle East

Solely implemented a variety of company wide trade programs (i.e. CCSP, 10+2, TSA requirements, guidelines for foreign partners, audit programs, use of STPI in India, coordinating guidelines for product entry for the likes of China, Hong Kong, India, Russia, Middle East and beyond)

Seen as an internal expert on product regulatory compliance (battery transportation and storage), and product safety regulations including China Compulsory Certification, B-Certification

Managed regional trade export audit strategies, risk assessments and manage corrective action plans related to customs and trade.

Provided trade expertise in regional export compliance including product classification, documentation, and reporting and when employing any special import and or export control program

Established and drove risk assessment to ensure sound business practices and program implementation, oversee corrective action plan related to trade activities with service providers.

Implemented the companies global travel program for the search/seizure of electronic devices

Worked with outside counsel to understand and comply with importing/exporting requirements worldwide

Participated in compliance audits, develop and conduct internal training programs, and assist in developing and implementing an optimal supply chain.

Mentored summer interns

Headed trade integration during the sale of company

Solely opened up several overseas trade lanes

Handled all forms of logistics globally (air, ocean, rail and trucking)

**2000 - 2009**

***CONEXANT SYSTEMS, INC./MINDSPEED TECHNOLOGIES/JAZZ  
SEMICONDUCTOR (the following companies are spin-offs of one another)***

**GLOBAL TRADE SPECIALIST**

**SR CONTRACTS SPECIALIST**

Point of contact for all Contracts Administration for Purchasing, handling all software, hardware, maintenance, labor and service and facilities contracts  
Review and negotiating contracts for all company business units  
Responsible for purchasing computer equipment and components, chemicals, and raw materials  
Support all IT departments for Newport Beach, San Diego, and Newbury Park  
Oversee the on-site temporary service contract, while setting up processes for routing of requisition, placing PO for contract labor, and setting up tracking system  
Involved in purchasing new service contracts, software licensing, and managing ongoing maintenance contracts. Working on negotiations and the placing of contracts with new and existing customers  
Maintain effective vendor relationships, as well as internal communications  
Working on patent files, creating patent file database, working without outside counsel to coordinate patent file information  
Database administrator for IP innovation database  
Handle Imports and Exports for global and domestic shipments  
Report to local customs brokers on incoming parts  
Coordinating the completion of the Exports and Imports Compliance Manuals  
Set up US Customs brokers with standard operating procedures  
Freight forward billing and management  
Customer logistics and services for foreign and domestic customers

**1999 - 2000**

***NEXGEN DIGITAL, INC.***

**ELECTRONICS BUYER/OPERATIONS MANAGER**

Served as ISO 9000 Auditor and Quality Manager  
Handling ITAR related functions (licensing, import/export)  
Handled the purchasing of electronic components, motherboards, peripherals, and related items  
Maintained vendor relations, expedite, and oversee all commodities received and shipped  
Negotiate and create purchase orders  
Manage office operations and administration  
Handled Human Resource's functions: hiring, benefits, 401(k), and compensation

**1998 - 1999**

***PALOMAR PRODUCTS, INC. (FORMERLY HUGHES AIRCRAFT)***

**BUYER/ SUPPLY CHAIN MANAGEMENT**

Responsible for all aspects of material buys for commercial switching systems: from quotation/bid process to unit purchases and subcontract placements  
Handling ITAR related functions (licensing, import/export)  
Researched and maintained vendor selections for respective product lines  
Managed communications between manufacturing and management personnel  
Worked on military systems with priority build schedules and large material bills  
Coordinated material for immediate build and ship of customized communication systems  
Coordinated the import and export process for product purchased  
Worked with FAR/DAR's

**1995 - 1998**

***MITSUBISHI HEAVY INDUSTRIES AMERICA, INC.***

**BUYER/SUPPLY CHAIN MANAGEMENT**

Researched vendors, obtained competitive pricing information, determined material availability, and generated price lists to support purchasing activities

Created and monitored blanket purchase orders and administered existing orders

Ensured quality of material shipments through requirements for appropriate QA/QC documentation

Administrative preparation of weekly status reports, tracking all stages of shipments, from initial order to fabrication, shipment, and delivery

Handled imports and exports of products purchased

**EDUCATION/TECHNOLOGY**

Global Logistics Specialist Certification

*California State University, Long Beach*

B.A. in Communications/Public Relations; Minor in Advertising

*California State University, Dominguez Hills*

Certificate of Achievement for ISO 9000 and Internal Auditing

**REFERENCES**

Available upon request