



## Export & Import Lead - 9784

### Description

AAR is a leading provider of aviation services to the worldwide commercial aerospace and government/defense industries. AAR combines a close-to-the-customer business model with a broad menu of capabilities to help customers operate more efficiently, lower costs and maintain high levels of quality, safety and service. We are a financially stable, dedicated partner with an enduring commitment to innovation, execution, continuous improvement and customer value. At AAR we are committed to doing it right, and we have built our core values based on that premise.

Working under the direction of the Director, International Trade Compliance, The International Compliance Specialist is responsible for coordinating with the brokers any import or customs related activities; provide advice and guidance concerning the requirements and obligations of importing and exporting defense articles under the ITAR and Dual Use items under the EAR. This position may interact with US Government regulatory agencies, with regards to broker management and all aspects of import compliance and customs activity. Maintain/utilize Export compliance website, develop/maintain broker compliance measurements. May participate in compliance audits and investigations and conduct internal compliance training programs.

### RESPONSIBILITIES:

- Assist with maintaining and managing AAR's authorized Custom House Brokers
- Assist with overseeing proviso/condition management and interpretations.
- Assist with developing and managing Customs Broker compliance measurements.
- Evaluating and interpreting US Regulations on import and export transactions.
- Train and assist facility Import Export Resource Personnel (IERP) at each business unit on export related issues.
- Conduct and supervise site audits and required training of personnel.
- Providing guidance on operational level matters such as schedule B and harmonized tariff classification.
- Assist with the oversight of all AAR shipping departments, AES activity, freight forwarders, customs brokers and operational responsibility for participation in any Free Trade Agreements.
- Assists in the development of import policies that aid the company by minimizing the impact of regulatory requirements on legitimate import trade, resulting in increased opportunities for business units.
- Assists in the development of the International Trade Office program to include compliance with U.S. Customs laws and regulations, the Foreign Corrupt Practices Act, and investigates opportunities to reduce cost (e.g. duty drawback, HTS classifications, mitigate sanction dollar amount of government claim in penalty situations, etc.).
- Understanding and knowledge of U.S. Export and Import Regulations and best industry practices, application of principles, concepts, practices and standards. ITAR licensing and technical assistance agreement experience helpful.
- Develops solutions to a variety of complex problems. May refer to established policies and precedent cases.
- Attention to detail is required and must be able to work under general direction, plan schedule and arrange own activities in accomplishing department objectives. Work will be reviewed upon completion for adequacy for meeting compliance goals.
- Rotating (3 people rotation) on call (weekends/holidays) for export or import issues.
- All other duties as assigned.

### CORE COMPETENCIES:

- Focus on Results: Able to plan and organize work to achieve goals; achieves targeted results with minimal supervision; is accountable for own actions.
- Communications: Possess excellent verbal & written communications skills; Provides timely, well organized verbal & written information that is audience appropriate; listens attentively to others and retains/processes information.
- Teamwork: Builds alliances, partnerships & collaboration with others including those different from him/her; deals tactfully with others; assumes helps with a variety of team roles.
- Strategic Planning & Decision-Making: Develops strategic short & long term plans; arranges priorities, distinguishing urgent, important and unimportant in order to meet goals & deadlines; consults & collaborates with appropriate people.
- Initiative & Innovation: Generates new ideas personally & encourage team to do the same; stays up-to-date on technology & approaches to work; provides creative solutions & input when faced with challenges.
- Interpersonal Relationships: Builds effective relationships with internal & external customers; ability to work independently and coordinate work with others; resolves conflicts in a professional manner.
- Quality & Safety: Adheres to all safety & security policies and regulations; demonstrates quality work that is accurate, thorough & efficient.
- Continuous Improvement: Examines personal & organizational processes, promotes opportunities for improvement; analyzes successes & failures to learn and improve.
- Training & Development: Completes required & suggested training; shows eagerness and capacity to learn; receptive to coaching & feedback.

### Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION REQUIRED:**

- Bachelor's degree (B.A.) from four-year College or university; or a minimum of five years related experience and/or training; or equivalent combination of education and experience.
- Understanding and knowledge of U.S. Export and Import Regulations and best industry practices, application of principles, concepts, practices and standards.
- Licensed Customs Broker preferred but not required.

**PHYSICAL DEMANDS/WORK ENVIRONMENT:**

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee may be regularly required to sit, stand, bend, reach and move about the facility. The environment characteristic for this position is an office setting. Candidates should be able to adapt to a traditional business environment.

We offer a comprehensive benefits package, including medical/dental/vision/life/and AD&D insurance, 401(k) savings plan, PTO, as well as, opportunities for professional development and growth. Our newly remodeled Wood Dale office also has an on-site cafeteria and fitness center.

If this sounds like the right opportunity for you, please apply through the career section on [www.aarcorp.com](http://www.aarcorp.com).

**Job Operations**

**Primary Location** United States-Illinois-Wood Dale

**Schedule** Full-time

**Overtime Status:** Exempt

Equal Opportunity Employer Minority/Female/Disability/Veteran