

JOB POSTING



POSITION: Textile Trade Specialist

LOCATION: Pembina, North Dakota or South Carolina (option to work from a home-based office if residing in SC)

START DATE: As Soon As Possible

50 Best-Managed Employer Seeking a Textile Trade Specialist

- **Work Life Balance** – We CARE (Clients are our focus, Associates matter, Relentlessly serving traders, Excellence and innovation in all we do): Giveback committee, Social committee, Cultural Ambassadors
- **Compensation** – We pay fairly: scheduled salary assessments, salary scales, bonus program
- **Excellent Benefits** – Subsidized health, dental, vision, short- and long-term disability, life & AD&D.
- **Employee Retention** – Employee development, internal university, external training, leadership development, internal applicant preference, career planning & advancement.

GHY USA, Inc. has an exciting opportunity for the role of a Trade Specialist. This role will support the Pembina, ND office, however successful candidate may have home-office flexibility if based in South Carolina. GHY International is an international customs and trade services group designed to assist importers and exporters to buy and sell in world markets. Founded in 1901, GHY is one of Canada's oldest brokerage companies and has international offices in Toronto, Emerson, Winnipeg, Calgary, Vancouver, North Dakota and South Carolina. GHY's structure is designed around providing sustainable corporate growth, strong client service, and opportunity to GHY associates. One of the most predominant aspects of our company culture is CARE. It is ingrained in all we do; relationships matter to us.

Reporting to the Customer Care Manager, the individual must have excellent client service skills. This individual will have extensive experience and knowledge of US Customs regulations, rating goods using the tariff classification codes, the customs brokerage process and cross-border transportation. Experience and understanding of the textile and garment industry and automotive industry is essential.

Responsibilities:

- Deliver and create each client's experience of care with every interaction.
- Maintain direct relationship with the client and provides day to day contact and support.
- Proactively update and maintain client databases.
- Work directly with clients to obtain missing documentation and information.
- Work directly with Customs and other internal departments.
- Conduct quality checks on all entries for tariff classification, valuation and client information.
- TPL applications
- Loading documents to DIS
- Assist in information compiling and reporting measurements.
- Leverage technology to provide lean and efficient job practices.
- Other duties as required



Required Skills:

- Attention to detail
- Strong organizational skills
- Planning, prioritizing and execution skills
- Professional oral and written communication
- Problem solving skills
- Ability to work within tight deadlines
- Experience using Customs Broker Software and Excel programs

Education:

- Completion of Grade 12 Education
- Completion of CCS Designation
- Valid Customs Broker Professional License (preferred)

Experience:

- 5+ years' experience within US customs brokerage operations, customs compliance, HS tariff classification, FTA's & quota
- Broad knowledge of all customs and programs relating to US imports