

Job Title: Trade Compliance Specialist

US Trade Compliance Specialist

The Trade Compliance Specialist is responsible for assisting the Trade Compliance Managers with all import and export compliance activities, including those related to the continuous improvement of Tate & Lyle's overall compliance strategy. The Trade Compliance Specialist will research regulatory rules, communicate regulatory requirements across the company, create training, draft policies and procedures, participate in conducting compliance audits, manage products classifications and FTA eligibility, create metrics for trade compliance and assist with special projects as required.

Key Job Accountabilities:

- Manage products import classifications and FTA eligibility.
- Ensure compliance on all US imports and exports, audit entry packages from Brokers/Freight Carriers. Review, monitor and coordinate with Brokers/Freight Carriers to ensure compliance and expedite entry release.
- Assist with trade compliance systems solutions implementations, conduct necessary process and regulatory requirements analysis, liaison with IT developers on the implementation, conduct change/impact trainings, user testing and go-live.
- Assist with the metrics program and participate in trade compliance audits to assess Tate & Lyle's overall compliance status.
- Draft and update Trade Compliance procedures and processes, training and other materials in order to ensure Tate & Lyle's compliance with applicable import and export regulations.

Additional Accountabilities:

- Interact with international supplier/vendors, 3PL, transportation and custom brokerage providers for Tate & Lyle.
- Assist with monitoring and maintenance of internal controls required to comply with federal regulations.
- Minimal travel may be required to meet the needs of the business (estimated >5%).
- Additional duties as assigned.

Education/Experience Qualifications:

- A minimum of a Bachelor's degree is required; Bachelor's of International Business or Chemistry degree is preferred.
- Five (5) years of related experience is required; eight (8) or more years of related experience is preferred.
- U.S. Customs Broker license is desirable.

An equivalent combination of education and experience sufficient to successfully perform the key job accountabilities may be considered.

Other Qualifications:

- Intermediate MS office skills specifically (Word, Excel, Power Point and Visio)
- Strong problem solving skills
- Professional verbal and written communication skills
- Project Management skills desired
- Ability to work independently or with minimal supervision
- Experience with Oracle GTM is desired