

Job Title: Global Trade Compliance Analyst
The Carlstar Group LLC



Job Statement

The Global Trade Compliance Analyst is responsible for supporting Global import and export regulatory compliance processes and procedures which align with The Carlstar Group, LLC (CSG) Global regulatory compliance program.

About The Carlstar Group

The Carlstar Group is headquartered in Franklin, Tennessee and is a global manufacturer of original equipment and aftermarket specialty tires and wheels for the agriculture, construction, outdoor power equipment, powersports, high speed trailer and flat free/manual markets. The diverse portfolio of solutions are offered under several leading brands including Carlisle® tires and wheels, ITP® tires and wheels, as well as Cragar®, Black Rock® and Unique® wheels and Marastar® manual tires. The Carlstar Group employs over 3400 associates in 17 facilities located in 4 countries. The Carlstar Group has a culture of converting great ideas into advanced products and has created a legacy of excellence in product innovation, quality, and customer service.

We became The Carlstar Group in December 2013 and previously operated at Carlisle Transportation Products and Carlisle Tire and Wheel.

For more about The Carlstar Group, visit www.carlstargroup.com.

Our success is rooted in the over 3,400 passionate team members that drive excellence in our business every day. We are proud to employ industry experts in the tire world as well as tremendous talent from other industries helping to create an environment where diversity of thought, leadership, continuous improvement and excellence are things we value most. Our growth and success as a company is dependent upon attracting and retaining the very best talent and we take that as our top priority. We work every day to ensure we take care of our employees by offering a total rewards package that includes competitive insurance coverage, paid time off, and retirement savings plans that include company matching contributions. We provide an atmosphere where employees can thrive by investing in development through tuition reimbursement and student loan pay down programs. We pride ourselves on being a company that offers lifelong career with opportunities to grow within or across different fields of expertise. Whether you're in Finance, Sales, Marketing, Engineering, Human Resources, working the shop floor, Manufacturing, Supply Chain or any other field of expertise, The Carlstar Group offers an exciting opportunity in a fast paced and constantly changing environment.

Essential Duties and Responsibilities:

- Develop and lead CSG collaborative interdepartmental compliance and reporting of regulatory programs such as conflict minerals, Prop 65, RoHS, and other programs as they arise.
- Perform origin content and FTA qualification review of CSG products. Generate and distribute certificates to customer and suppliers as required.
- Manage CSG customs brokers for US and Canada import operations
- Develop and lead CSG in-house training programs as they pertain to various regulatory compliance initiatives for import and export operations.
- Provide HTS and Schedule B guidance for import and export activities of CSG business units.
- Performs Monthly internal reviews (audits) for US, CA and EU import declarations as they relate to organizational obligations in various Customs programs.
- Supports the development of internal controls for deficiencies identified during ISA internal reviews.
- Reviews DC receiving reports in the US and CA for overage/shortage deficiencies for entry adjustment obligations to CBP and CBSA.
- Supports global compliance record keeping obligations as it relates to import and export activities.
- Tracks and interprets international laws or regulations impacting the business, including those impacting marketing, imports/exports and offers suggestions to functional managers seeking to ensure compliance
- Conducts periodic tests and audits of organizational operations. Conducts initial reviews of alleged compliance violations and escalates to executive leadership as needed.
- Handles complex issues and problems, and refers only the most complex issues to Trade Compliance Department Manager.
- Performs denied/restricted export screening operations for products shipped from the US to global customer base (EAR, BIS, DOC DDTTC, and DOS).
- Assist Trade Compliance Department Manager with CSG C-TPAT security program initiatives.
- Perform ISF daily compliance review and management of vendor and service provider performance
- Prepares all post summary corrections for US, CA and EU entry deficiencies and supports internal controls development to address declaration deficiencies.
- Ability to travel 15% (domestic and international)

Required Education and Experience:

- Bachelor's degree required or equivalent, required
- Minimum 4 years of Global Regulatory Compliance or related experience
- Customs Brokers License, preferred
- Exceptional Problem solving and computer/skillsets
- Demonstrated self-starter with leadership qualities

Personal Trait Profile:

- Self starter – minimal supervision required
- Ability to work as part of a team.
- Strong decision-making skills.
- Problem management.
- Ability to build collaborative relationships.
- Strong analytical thinking skills.
- Ability to provide clear and concise oral and written communication both internally and externally.
- Ability to manage and prioritize multiple projects at one time
- Be an innovative and “positive change agent”