**Export Compliance -Contracts Specialist TCRS2484**

**Temporary Position**

**HIGH LEVEL OVERVIEW**

Temporary position covering the Export Trade Compliance Program located close to Cherry Hill, NJ/Philadelphia, PA – ***possibility of going full time later in the summer.***

**EXPECTATIONS**

✓Self-contributor role responsible for supporting the Export Trade Compliance function

✓Full responsibility to support/guide/audit mostly export related issues some imports

✓Working knowledge of ECCN /HTS Classifications, deemed exports

✓Experience filing Export Licenses (Commerce, ITAR, CJ’s)

✓Procedures/manuals/training updates

✓Audits: Prepare, conduct, execute plans to correct

✓Denied Party Screening responsibility

✓Assists with contracts (negotiating agreements with customers, suppliers, etc.)

**ESSENTIALS**

✓Bachelor’s Degree **preferred**

✓Experienced in Export license filings: Commerce, ITAR, CJ’s **required**

✓Working Global Export/Import Trade/Ops Compliance knowledge/experience required

✓Experience with contracts

✓ECCN/HTS Classifications, deemed exports, AES experience, denied party screening

✓Experience in Microsoft applications

**TO APPLY EMAIL YOUR RESUME TO:**

Linda Lexo – [linda@traderecruiting.com](mailto:linda@traderecruiting.com) or Rick Miller – [rick@traderecruiting.com](mailto:rick@traderecruiting.com)

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