

**Mitsubishi Power Americas, Inc.** in Latham, NY or Glastonbury, CT is looking for an **Export Control Manager**.

Work Site: Glastonbury, CT or Latham, NY

### **Location - Organizational Structure**

The Export Control Manager will have a primary workstation with Mitsubishi Power Aero located in Glastonbury, CT or Latham NY, reporting to Mitsubishi Power Americas Inc. in Lake Mary, Florida, and will travel as required to support Mitsubishi Power Americas' or other affiliates as directed. Five days a week on site is the expectation. Remote or flexible work schedules may be authorized. The Export Control Manager will report to the Senior Manager, Global Trade Compliance.

### **Summary**

To promote and ensure compliance with U.S. and international export controls and related government standards and expectations, Company policy, and promote an ethical work environment, the Export Control Manager will develop and manage internal controls and provide subject matter expertise, day-to-day operational support, and compliance leadership under the oversight of the Senior Manager, Global Trade Compliance. While principally engaged in export controls the Export Control Manager may be called to support other trade compliance activities as deemed appropriate. Additionally, the Export Control Manager will be responsible for coordinating the Company's training program.

The Export Compliance Manager will directly report to the Senior Manager, Global Trade Compliance in all matters related to trade compliance but will also report to the Chief Compliance Officer in the application of the Company's training programs and initiatives.

The candidate is expected to perform all tasks necessary or deemed prudent for compliance, in a Company that handles and develops advanced technology, operates in a global environment, and subject to oversight by various government agencies both in the U.S. and throughout the world. Amongst other things, these activities would include, the export classification of items, determining licensing requirements, application for export licenses, day-to-day support to operations as to regulatory requirements, standards, and expectations, making required notifications and reporting, review of transactions and routing of goods, and advise the CCO and business leaders.

The candidate should be prepared to support and conduct investigations, audits, provide training, and other activities typically performed by a compliance department. The candidate will be expected to perform any other duties as requested or assigned by the Chief Compliance Officer.

## **Essential Duties & Responsibilities**

- Promote the MHI Global Code of Conduct and actively promote the ethical corporate environment demanded by Mitsubishi Power Americas leadership
- Conduct oneself, and exemplify, the highest caliber of ethical conduct
- Encourage managers and employees to report suspected fraud and other improprieties, without fear of retaliation.
- Provide subject matter expertise in the practical application of U.S. and international export controls and related government standards and expectations
- Generally, and comprehensively, provide practical support to operations and the business requiring export control subject matter expertise as may be needed or requested by the Company
- Provide guidance on and conduct export classifications; determine licensing requirements and prohibited conduct considering export classification, end use, end user, sanctions, and restricted party considerations, amongst others; make export license applications; other things typically expected of an export compliance professional or may be requested by the CCO or the Senior Manager, Global Trade Compliance
- Conduct government notifications
- Write reports
- Perform due diligence activities
- Coordinate and manage Compliance training programs
- Mentor and guide Company employees in the application of Company policies
- Help formulate and review Company policies and internal controls
- Drive compliance with applicable laws, regulations, and best business practices
- Identify and report potential policy and legal violations and risks while taking immediate corrective actions as appropriate
- Provide guidance, advice, and/or training and educational programs, to improve business' understanding of applicable laws and regulatory requirements
- Conduct investigations as directed
- Assess compliance programs and practices, identify gaps and weaknesses, make recommendations to the Senior Manager, Global Trade Compliance, and implement approved plans
- Monitor laws, regulations, and best practices as assigned
- Interact with governmental agencies and regulators on compliance issues in consultation with Compliance management

## **Knowledge, Skills, & Education**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- Education and/or Experience: Five (5) to Seven (7) years of operational experience in a bona fide export control compliance position. Added plus substantive formal education and certification related to regulatory/statutory compliance; and/or substantive government regulatory and enforcement background; sufficient to comprehensively understand and apply U.S. and international export controls and to develop, coordinate, and provide training. Minimum of Associates Degree with 5-7 years of experience in the industry
- Training/Certification: Compliance training and certification, government regulatory and enforcement background, or legal training is valued
- Knowledge: Substantive and practical knowledge and expertise in export controls, general understanding of compliance program activities and principles, and government standards and expectation pertaining to export controls
- Additionally, basic familiarity and the ability to learn and apply import and customs formalities is valued
- Skills: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to effectively communicate and motivate others. Ability to think critically, read, and write on complex matters. Ability to operate database, spreadsheet, and word processing software, electronic mail, graphics, technical diagrams, flow charts, etc.
- Management: Must be able to thoughtfully and respectfully engaging others in an international environment, lead a compliance program, foster a culture, and ethical corporate environment

## **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.

Regularly required to sit and talk or hear. Occasionally required to stand and walk. Occasionally lift and/or move up to 10 pounds. The noise level in the work environment is usually quiet. Hearing protection may be recommended and/or required in some areas as needed.

Must be able to travel internationally as well as domestically.

Must be a U.S. citizen.

### **Why Should You Apply?**

- Excellent Benefits (Medical, Dental, Vision & 401K Matching)
- Excellent growth and advancement opportunities
- Tuition reimbursement and on-the-job training
- Paid vacation, sick time and holidays
- Committed to quality product and services
- Great working environment and culture
- Employee Appreciation Programs and Events

Mitsubishi is an Equal Employment Opportunity (EEO) employer actively seeking to diversify the workforce and is committed to a policy of equal employment opportunity. Therefore, all qualified applicants regardless of race, color, religion, gender, sexual orientation, gender identity, national origin, disability, veteran status or any other legally recognized protected basis under applicable law, are strongly encouraged to apply.

Please send resumes to: [Elizabeth.Stewart@amermhi.com](mailto:Elizabeth.Stewart@amermhi.com)