

Kim Rubalcaba

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SUMMARY OF QUALIFICATIONS:

- Licensed Customs Broker
- Extensive knowledge of Customs regulations and tariff classification in the US and Canada
- Management/supervisory experience
- Member of the International Compliance Professionals Association
- Strong research and analytical skills
- Excellent communication and time management skills

PROFESSIONAL EXPERIENCE:

Dickies, a division of VF Outdoor, LLC – Fort Worth, TX
Formerly Williamson-Dickie Manufacturing Company

September 2006 – Present

Customs Compliance Manager

July 2018 – Present

- Overall management of the company's compliance program in the US and Canada. Ensured the company meets reasonable care standards and compliance with all customs regulations.
- Provide training to staff and other company stakeholders.
- Subject matter expert for classification of the company's product line, including apparel, accessories, and bags.
- Work closely with product development to tariff engineer apparel and other products to achieve optimal duty rates.
- Responsible for communication with CBP and CBSA.
- Manage relationships with service providers, such as brokers and forwarders.
- Manage CTPAT Trade Compliance program (formerly Importer Self-Assessment)
- Manage and control the use of Free Trade Agreements such as CAFTA and USMCA.
- Ensure proper customs valuation by managing the reconciliation program.
- Administered Canadian drawback.
- Responsible for writing and maintaining compliance and procedure manuals.

Customs Compliance Supervisor

July 2012 – June 2018

- Supervision of the compliance staff; writing and maintaining the compliance manual; classification; post entry audit, recon, drawback, trade agreements, cross-functional training

Customs Compliance Administrator

September 2006 – June 2012

- Classification, post entry audit, recon, trade agreements

Pier 1 Imports – Fort Worth, Texas

July 1996 – August 2006

Import Compliance Supervisor

May 2001 – August 2006

- Managed the Customs clearance process, which involved approximately 19,000 entries and \$13,000,000 in duty payments per year.
- Accountable for accuracy of U.S. and Canadian tariff classification for approximately 10,000 items per year.
- Accountable for compliance with U.S. Customs, U.S. Department of Commerce, U.S. Food & Drug Administration, U.S. Department of Agriculture, U.S. Fish & Wildlife, U.S. Environmental Protection Agency, as well as any other agency depending on change in products that are imported.
- Responsible for ensuring compliance with special duty programs such as Generalized System of Preferences (GSP) and North American Free Trade Agreement (NAFTA).
- Part of the Importer Self-Assessment team, participated in the application review meeting with U.S. Customs.
- Responsible for writing and maintaining compliance and procedure manuals.
- Served as the company's liaison with U.S. Customs (CF-28, CF-29, etc.).
- Accountable for the responsible supervision and control of the Import Compliance department, as required by Customs, through effective hiring, training and monitoring of employees.
- Trained and advised buyers and other functional areas regarding classification, valuation, special duty programs, marking, antidumping, OGA's etc.
- Provided information and training to vendors regarding documentation, marking, special duty programs, wood packing regulations, etc.
- Managed the post entry audit process, ACH and record keeping program.
- Broker management

Customs Specialist

January 1999 – May 2001

- Classification, binding rulings, post audit, ACH, broker billing

Landing Specialist

December 1997 – January 1999

- Cost and quantity verification, landing of international and domestic shipments, various reporting to buyers and distribution centers.

Document Distribution Specialist

July 1996 – December 1997