

Trade Compliance Manager – Wyman Gordon Houston

We are seeking a highly skilled and experienced Trade Compliance Manager to oversee compliance activities at multiple manufacturing locations. This position requires a minimum of 5 years of experience with ITAR (International Traffic in Arms Regulations) and EAR (Export Administration Regulations).

The Trade Compliance Manager will ensure that all trade compliance requirements are met, including managing the international shipping process, handling export and import documentation, and overseeing the use of licenses, exceptions, and exemptions. The role also involves conducting internal audits, providing internal training, maintaining internal trade compliance processes and policies, and ensuring that compliance standards are consistently met.

The Trade Compliance Manager will work closely with the Regional/Senior Trade Compliance Manager or Director to ensure the efficient and compliant operation of all trade activities at the sites.

Key Responsibilities:

- Comply with the PCC Code of Conduct Requirements and Export Compliance Manual/Handbook.
- Oversee trade compliance activities at the manufacturing location, ensuring full adherence to ITAR, EAR, and other relevant export/import regulations.
- Maintain and enforce internal trade compliance processes and policies, ensuring they align with legal and regulatory requirements.
- Ensure the proper documentation is in place for international shipments, including Commercial Invoices, Electronic Export Information (EEI), Air Waybill (AWB), export licenses, and any applicable exceptions or exemptions.
- Conduct regular internal audits of the site's trade compliance activities, identifying potential risks and implementing corrective actions as necessary.
- Provide internal training to site employees on trade compliance matters, ensuring they understand regulatory requirements and company policies.
- Develop and deliver training sessions to increase awareness of trade compliance practices across the site.
- Collaborate with the Regional/Senior Trade Compliance Manager or Director to develop and implement trade compliance procedures, controls, and best practices.
- Review and approve export and import documentation for accuracy and compliance with legal and company requirements.
- Manage and maintain export classification matrix, ensuring that they are accurate and up to date.
- Manage export and import compliance for Maquila operations, ensuring adherence to U.S. and Mexican trade regulations.
- Oversee imports under the USMCA, with the ability to qualify goods for preferential treatment when applicable.

- Prepare and submit Manufacturing License Agreement (MLA) applications, as well as DSP-73 and DSP-5 export license applications.
- Maintain and manage MLAs and export licenses, ensuring full compliance with all regulatory requirements, including timely amendments and replacements as needed.
- Work closely with internal teams (logistics, shipping, legal, etc.) to ensure the smooth processing of international shipments.
- Ensure compliance with all regulatory reporting requirements, including any needed filings for export licenses, EEI submissions, and recordkeeping.
- Maintain and update site records to ensure compliance with internal policies and legal requirements.
- Monitor changes in export and import regulations and work with the leadership team to implement necessary changes to ensure continued compliance.

Qualifications:

- Bachelor's degree preferred or associate's degree with 5-10 years of experience working in trade compliance
- Minimum of 5 years of experience in trade compliance, specifically with ITAR and EAR regulations.
- Strong knowledge of international shipping processes, including Commercial Invoices, EEI, AWB, licensing, and exception/exemption use.
- Experience conducting internal audits of trade compliance practices and implementing corrective actions.
- Ability to develop and deliver effective internal training programs on trade compliance topics.
- Experience in maintaining and updating internal trade compliance processes, policies, and procedures.
- Familiarity with export licensing (DSP5, 73 and MLA), export classification, and U.S. Customs regulations.
- Experienced with Maquila operations and USMCA compliance, including cross-border trade processes and preferential duty treatment under the agreement.
- Skilled in performing HTS classification determinations, with a strong understanding of tariff schedules is highly desired.
- Strong attention to detail and organizational skills.
- Ability to manage multiple tasks, prioritize effectively, and meet deadlines.
- Excellent communication skills, both written and verbal, with the ability to collaborate across teams.
- Proficient in Microsoft Office Suite (Excel, Word, PowerPoint) and trade compliance software.
- Strong problem-solving skills and the ability to make decisions under pressure.
- Ability to work independently and in a team environment, with a proactive approach to compliance and risk management.

Additional Skills (preferred but not required):

- Experience working with the U.S. Department of State (ITAR) and the Department of Commerce (EAR).
- Knowledge of automated trade compliance systems and reporting platforms.
- Familiarity with the Automated Commercial Environment (ACE) system.

Company Profile

With more than 120 operations and approximately 20,000 employees worldwide, Precision Castparts Corp. is the market leader in manufacturing large, complex structural investment castings, airfoil castings, forged components, aerostructures and highly engineered, critical fasteners for aerospace applications. In addition, we are the leading producer of airfoil castings for the industrial gas turbine market. We also manufacture extruded seamless pipe, fittings, and forgings for power generation and oil & gas applications; commercial and military airframe aerostructures; and metal alloys and other materials for the casting and forging industries. With such critical applications, we insist on quality and dependability – not just in the materials and products we make, but in the people we recruit.

PCC is relentless in its dedication to being a high-quality, low-cost and on-time producer; delivering the highest value to its customers while continually pursuing strategic, profitable growth.

In 2016, Berkshire Hathaway, led by Chairman and CEO Warren E. Buffett, acquired Precision Castparts Corp.