



Contract Job Opportunity

Company	Gateway Recruiting LLC
Job Title	Director Trade Compliance
Location	CA Garland, TX Billerica, MA Eldridge, MD
Compensation	\$160,000 - \$190,000 Base Salary
Relocation Assistance	Relocation Assistance Available

Job Description / Responsibilities / Requirements

In this role, the Director will support the strategic development and execution of business by building and proactively managing strong export and import compliance programs in accordance with applicable laws, regulations and the company policy requirements. The Director will support and lead trade compliance personnel at Business Units to ensure that trade compliance activities are performed in a professional, efficient, consistent and compliant manner. The Director will regularly and proactively interact with senior management and will also serve as the primary point of contact with the company's Corporate International Trade Compliance ("CITC") Office. This role demands exceptional communication (verbal and written) and presentation skills, as well as strong trade compliance, expertise and experience. The Director must have strong collaboration and effective relationship management capabilities. This is a hands-on role, and the candidate must have strong organizational skills, excel at process implementation, and be able to work with employees of all levels based in multiple countries. This is a full-time position that directly reports to the Chief Trade Compliance Counsel, who reports to the Executive Vice President, General Counsel, Chief Compliance Officer and Secretary

Job Duties & Responsibilities:

- Implement and manage trade compliance programs in compliance with applicable laws, regulations and company policies.
- Develop, draft and implement policies, procedures and work instructions in collaboration with various business functions.
- Develop, implement, enhance and maintain trade compliance management systems, processes and process improvements to ensure efficiency and compliance.
- Supervises Trade Compliance staff, including assigning workloads, setting priorities, providing guidance and assistance, and reviewing performance.
- Manage and support the performance of Trade Compliance staff and daily trade compliance activities, including:
 - Export classification and jurisdiction determinations
 - Export permit and licensing applications and administration
 - Technology transfers / Deemed exports
 - Controlled Goods Program oversight
 - Shipment clearance
 - Denied party, proliferation and diversion screening

- Import classification, valuation, country of origin analysis, assists reporting
- Free Trade Agreement analysis and qualification
- Management of Customs Brokers
- Record-keeping and accurate documentation
- Review and approval of visitor and travel requests
- Liaise with Government regulatory agencies on import or export compliance issues and respond to inquiries as required.
- Conduct regular trade compliance self-assessments for companies throughout and identify potential efficiency improvements and ensure compliance.
- Manage and periodically conduct trade compliance training for all functions within assigned business units.
- Support trade compliance audits and implement corrective actions, as required.
- Report and assist the CITC Office with investigations of any incidences of purported non-compliance with export/import laws and regulations, identification, implementation and maintenance of corrective actions and drafting and filing of voluntary or prior disclosures with Government regulatory agencies.
- Assist the CITC Office with various trade compliance projects and initiatives.
- Assist and support acquisition due diligence and integration activities
- Keep abreast of customs laws and regulations (including Free Trade Agreements and other duty deferral programs) to ensure compliance.
- Provide reports for the CITC regarding significant trade compliance matters and status, as required.

Job Qualifications:

- Bachelor's degree is required, preferably in Commerce, Business, Law, or International Trade.
- Significant experience (at least 10 years) and expertise in domestic and international trade compliance laws and regulations (e.g., ITAR, EAR, Customs).
- Experience and working knowledge of UK and other countries' export and import laws and regulations, including customs laws and export control regulations.
- Strong leadership, communication (written, oral, and presentations) and interpersonal skills.
- Experience in training, mentoring and managing staff.
- Ability to manage a high volume of work at a detailed level in a fast-paced environment, working with frequent interruptions and minimal day-to-day supervision.
- Demonstrated proficiency and experience in managing complex trade compliance matters and developing innovative solutions with a successful record of problem solving.
- Ability to interact effectively with other functions, including Engineering, Program Management, Supply Chain, and Logistics, as well as Business Unit Trade Compliance staff and leadership, and the CITC Office.
- Able and willing to travel domestically and internationally up to 25%.
- Customs broker license would be beneficial.
- Security clearance capability would be a positive factor.

Contact Information to Apply

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