



## Customs Specialist

### *Customs Department*

Direct Hire salaried role with Premium-Free benefits

**Company Overview:** Subaru of Indiana Automotive, Inc. or “SIA”, located in Lafayette, Indiana, is the only Subaru vehicle manufacturing facility outside of Japan. SIA is a 4.4 million square foot automotive OEM – meaning our manufacturing process begins with coils of steel and ends with the high-quality vehicles you see out on the roads. We employ 6500+ Associates, both production and administrative, all under one roof.

SIA is the safest automotive manufacturing plant in the United States and is also a staple in the community due to its numerous fundraising activities held onsite, donations to local charities and plentiful volunteer opportunities. SIA is a frontrunner in environmental conservation being the first Zero-Landfill automotive manufacturing plant and the first to have its campus designated a backyard wildlife habitat. SIA has grown tremendously since its 1989 beginnings and continues to be an example of success within the automotive industry.

#### **Outline of duties:**

- Classify imported/exported parts, maintain an HTS database and classification records.
- File electronic FTZ admissions and maintain FTZ inventory systems.
- Compile part consumption data for weekly FTZ entry.
- Prepare and review documentation for imported and exported items (e.g., invoices, PGA declarations, SLI's, etc.).
- Monitor imports and exports to ensure timely clearance and resolve problems, as necessary.
- Audit and retention of customs entry summaries, duty payments, and associated records.
- Advise other departments on import/export/FTZ requirements and contribute to overall trade compliance.
- Support trade compliance and efficient business operations by identifying opportunities for process improvements, suggesting possible solutions, and assisting in the implementation of such improvements, including by developing and updating documentation (work instructions, reports, forms, templates, etc.).

#### **Minimum Qualifications:**

- Bachelor's degree (business related or technical preferred) and at least 5 years' experience in trade compliance and/or operations.
- Strong background in HTSUS classification, including documentation of classification process and rationale.
- Working knowledge of relevant import, export, and foreign trade zone regulations.
- Experience working with Customs Brokers and Freight Forwarders.
- Experience with MS Office applications (experience using formulas and macros in Excel (e.g., index match, pivot tables, macros, etc.) highly preferred).

**Desired Qualifications:**

- Licensed Customs Broker and/or CCS, ITCC, CUSECO, or similar certifications
- Experience working for an importer (especially a manufacturing importer) and/or an FTZ strongly preferred.
- Experience with some or all the following: ECCN classification, export licensing, AD/CVD, duty drawback, FTA certification, C-TPAT, ISA, bonded facilities/freight, etc.
- Experience with trade automation (Integration Point, Amber Road, SAP GTS, Descartes, etc.)
- Experience with government inquiries/audits and managing risk.

***Subaru of Indiana Automotive, Inc. is an equal opportunity employer committed to employing a diverse workforce.***