

FRANK ROSAS

CELL: (714) 654-4016 · EMAIL: frosas18@gmail.com · LINKEDIN: www.linkedin.com/in/frankrosas

OBJECTIVE:

A career with a company that pursues innovation, provides exceptional products/services, and welcomes diversified talent. In this respect, I offer my work experience, education, and diversified skill set to fulfill the company's mission statement.

EMPLOYMENT:

March 2020 – January 2021, *Edwards Lifesciences – Irvine, CA*

Sr. Analyst, Global Trade Compliance

- Responsible for evaluating and resolving trade compliance matters for global Edwards facilities in the EMEACLA (Europe, Middle East, Canada, and Latin America) regions
- Supported strategies and processes for import brokerage and export licensing strategies for global locations
- Determined HTS/Schedule B classification elements and supported maintenance of the database and uploads to ERP; collected, organized, and archived supporting documentation
- Performed product classifications using technical drawings/documents, chapter notes, section notes, HTS GRI, CROSS Rulings, and/or working with internal business units
- Assisted with import clearances – performed verification of value, duty, HTS classification, supplied PGA information, and obtained supplier classifications
- Performed pre/post departure EEI filings for shipments to assigned regions
- Provided trade compliance guidance to business units within Edwards seeking to move products between countries
- Performed Restricted/Denied Party Screenings
- Supported upgrade of the international shipping software through user acceptance testing, executing test scripts, identifying script errors, and providing feedback with resolutions

October 2015 – February 2020, *SureFire, LLC – Fountain Valley, CA*

Sr. International Trade Specialist

- Managed and executed export licenses for products regulated under the ITAR and EAR
 - Interfaced with foreign parties/internal business units to develop licensing strategies
 - Prepared DOS/ DOC licenses and supporting documentation for submittal by EO
 - Interfaced with DOS/DOC personnel regarding further clarification or documentation for the transaction
 - Managed, maintained, and performed recordkeeping for the license life cycle
 - Monitored compliance accordingly with specified license provisos/conditions
 - Determined applicability of exemptions/exceptions (including Trade Treaties)
- Responsible for review and determination of commodity jurisdiction (DOS/DOC) and export classification (USML/ECCN) using various methods: order of review, published CJs/CCATS, working with internal business units, and/or outside counsel; collected, organized, and archived supporting documentation
- Working knowledge in USML Categories I, XII, XIII and CCL Categories 0, 3, 5, and 7
- Determined HTS/Schedule B classification elements and supported maintenance of the database; collected, organized, and archived supporting documentation
- Performed Harmonized Schedule product classifications using technical drawings/documents, chapter notes, section notes, GRI's, CROSS Rulings, working with internal business units, and/or outside counsel; streamlined classification by developing a standardized process and form
- Responsible for import clearances – performed verification of value, duty, HTS classification, and/or obtained supplier classifications
- Responsible for export clearances – performed verification of commercial invoices, SLIs, AES filings, and compliance with export license(s)
- Supported business units with trade inquiries related to import/export
- Responsible for restricted party screening of foreign visits and technical data review/release
- Assisted business units in identifying compliance gaps and recommended solutions by developing workflows and/or standard operating procedures

- Responsible for maintaining business licenses and permits at Federal, State, and local levels in order to conduct regulated business activities
- Assisted in audits and provided management with results and feedback

July 2010 – October 2015, *SureFire, LLC – Fountain Valley, CA*

Compliance Operations Specialist

- Managed the A&D Book, related records, and firearm activities (e.g. manufacturing, inventory, distribution, sales, demos, and R&D) for compliance with ATF NFA and CA DOJ regulations
- Responsible for reviewing, processing, and executing government documents that facilitated the transfer and/or sale of government regulated products
- Responsible for maintaining government compliance through licensing, permits, and certifications required to support the companies “mission critical” activities
- Identified risks to the organization and designed and/or implemented controls to mitigate risks
 - Designed SOPs and Workflows for interdepartmental operational efficiency and transparency
 - Implemented, managed, and maintained the Radio Frequency Identification (RFID) asset tracking system that provided manufacturing and distribution visibility, tracking, and inventory controls for regulated products
 - Provided training for personnel involved in processes requiring application of RFID
- Responsible for preparing records, inventory, and organizing personnel for government audits

February 2008 – June 2010, *SureFire, LLC – Fountain Valley, CA*

Human Resources Information Systems Specialist II

EDUCATION:

Spring 2006 – Fall 2007, *California State University, Long Beach - Long Beach, CA*

- **Bachelor’s Degree, BA – Geography – GPA 3.692**
- **Certification in Geographic Information Science (GIS)**

Spring 2002 – Spring 2005, *Orange Coast College - Costa Mesa, CA*

Associate of Arts, General Studies – GPA 3.104

SKILLS:

- Methodical in data collection, organization, validation, interpretation, and presentation
- Team player, goal oriented, and committed to success
- Fast learner, organized, and thorough with attention to detail
- Excellent communicator with great verbal and written skills
- Workflow design, process improvement, and troubleshooting
- Software/Systems proficiency: MS Office programs (including Teams and Visio), DECCS, SNAPR, ACE Portal, ERP Systems (Epicor and JDE), SQL databases, and familiarity with OCR EASE, Descartes MK DPS, TRAX (QAD Precision), Visual Compliance, and Coupa
- Bilingual in both English and Spanish (speak, read, and write)

CERTIFICATIONS:

- Global Training Center – Tariff Classification, Export Documentation, International Logistics, Incoterms, Importing Procedures, and NAFTA – 2018-2020
- Employers Group Costa Mesa – Leadership Academy – Apr 2019
- SIA – Exemptions/Exceptions and Voluntary Disclosure/Self Disclosure Seminar – April 2019
- BIS Industry Training Seminar 2019
- Orange County CITA – Certified Global Business Professional (CGBP) boot camp – Apr 2018
- Orange County CITA – Import Compliance Training – Mar 2018
- SIA – International Trade, Export Licensing & Compliance 2017
- Export Compliance Training Institute – Fundamentals of Product Classification – Feb 2016
- Orange Coast DB Associates - Accelerated Introduction to SQL – Oct 2008
- Certificate in Geographic Information Science (CSU Long Beach Issued) – Dec 2007

HONORS/AWARDS:

- California State University, Long Beach – Dean’s Honor List – Spring and Fall 2006