

# Raul Montoya

202.420.8273 | MontoyaRaulM@icloud.com

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## CAREER CHRONOLOGY

**Tennis Instructor, Independent** (Washington, DC), 2019-2021

**506 Tennis Center** (Costa Rica), 2015-2019

*Tennis Director/Head Pro*

Specialized in junior and adult tennis development through various proven teaching methods (USPTA, USTA, OTI) focusing on improvement with appropriate drills that are challenging and fun for all skill levels. Responsible for all tennis programming, marketing, staffing weekly specialty clinics and private lessons for local residents and visitors.

**Parker Hannifin Aerospace CSO** (California), 2012-2015

*Import Administrator*

Provided oversight direction to major freight forwarders (i.e. FedEx, UPS, DHL, Expeditors) to ensure timely clearance of inbound goods for **Parker** within 72-hour timeframe and resolution of issues. Ensured full compliance at all Customer Support Operations (CSO) service centers with U.S. Customs import regulations (ITAR, BATF, FCC, ITA). Directly responsible for the **Importers Self-Assessment (ISA)** Program and ensured all weekly, monthly, quarterly, reporting requirements were met. Responsible for annual auditing support of the BIS to maintain **ISA Certification**.

**Williams Clarke Company** (California), 2010-2012

*Customs Entry Writer*

Specialized in fish and wild life customs entries. Duties included receiving documents, classification of commodities, assembling customs entry files to include all proper customs documentation for customs submission, tracking files through ABI System for actual time status of entry and coordination of final delivery to importers final destination.

**Wyvern Moto Sport Limitada** (Costa Rica), 2008-2010

*Operation Manager*

Established legal operating moto-tourism resort business in Costa Rica, managed purchasing, designing and development of property for resort, organized and coordinated special events.

**Pro Service Forwarding** (California), 2004-2008

*Special Accounts Manager/Lead Entry Writer*

*National Account Manager for Parker Hannifin Aerospace*. Responsible for import customs clearance nationwide, including commercial and military shipments in the Aerospace Industry. Lent support to import department, including classification of various commodities, clearances: FDA, USDA, F&W, ATF and other OGA.

**K-line Air Service** (California), 1999-2004

*Lead Entry writer*

Assisted import department to identify proper HTS classification for customs clearance. Performed daily audits for accuracy prior to final billing and delivery of goods.

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## CREDENTIALS

Bachelor of Arts, California State University Long Beach

US Professional Tennis Association (USPTA) Certified

## SKILLS

- C-TPAT experience
- INCOTERMS understanding
- FedEx My Global Trade Data
- HTS classification experienced
- Bilingual, native Spanish speaker