

Susan Ross

Gurnee IL | 847-525-3186 | smsross@sbcglobal.net

Summary

International trade compliance professional & Licensed Customs Broker. Over 20 years of experience in corporate import compliance for United States, Canada, & Mexico including knowledge of partner government agencies.

Areas of Expertise

- Advanced HTS classification skills
- US Customs import regulations
- Compliance best practices
- Regulatory internal audit
- Classification and regulatory training
- Antidumping/Countervailing (ADD/CVD)
- ACE data analysis
- PGAs: FDA/Medical Devices, USDA/LACEY, EPA/TSCA, CPSC
- Excel, Word, Power Point
- Ability to prioritize in fast paced environment
- Excellent time management skills

Professional Experience

Uline, Inc | Pleasant Prairie, WI

April 2015 to present

International Trade Compliance Specialist

- Extensive knowledge of United States, Mexico, and Canada tariffs.
- Manage HTS classifications and regulatory information for database of 50,000 items.
- Maintain in house classification program rated "world class" per external audit firm.
- Coordinate with MX Customs Brokers to harmonize item classifications.
- Uphold best practices demonstrating reasonable care to ensure CBP compliance.
- Manage Antidumping/Countervailing program confirming duty payment on affected items.
- Perform US import audits using ACE data to validate Customs entries and Broker accuracy.
- Develop & conduct training modules for Compliance and Merchandising teams including:
 - Tariff classification, GRIs, importer of record responsibility, PGA regulations, incoterms, recordkeeping, valuation and assists.
- Introduce process improvements to promote operational efficiencies and reduce risk, including:
 - Creation of standard operating procedures.
 - Development of resource center using OneNote to organize regulatory information.
- Collaborate daily with internal and external business partners ensuring conformity with regulatory requirements when crossing borders.
- Perform item qualification related to Free Trade Agreements.

Crate & Barrel | Northbrook, IL

1989 to 2015

Supervisor- International Trade Compliance

- Codeveloped in house classification program.
- Managed HTS classification team of three.
- Established regulatory best practices with internal departments and external vendors.
- Performed internal audits to maintain ISA compliance.
- Supported Foreign Trade Zone (FTZ) operations.
- Conducted regulatory and import training with Merchandising teams.

Earlier Positions:

- Corporate Furniture Merchandising Associate
- Distribution Center Inventory Control Associate

Licensing/Certifications/Memberships

- Licensed US Customs Broker (LCB)
- Certified Classification Specialist (CCLS)
- Member of International Compliance Professionals Association (ICPA)

Education

- Boston University: Bachelor of Science in Business Administration