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Trade Compliance Manager (REF1051S)

- 220 Daniel Webster Hwy, Merrimack, NH 03054, USA
- Full-time

Company Description

Elbit Systems of America is a leading provider of high-performance products, system solutions, and support services focusing on the defense, homeland security, commercial aviation, and medical instrumentation markets. With facilities throughout the United States, Elbit Systems of America is dedicated to supporting those who contribute daily to the safety and security of the United States. Elbit Systems of America, LLC is wholly owned by Elbit Systems Ltd. (NASDAQ: ESLT and TASE: ESLT), a global high technology company engaged in a wide range of programs for innovative defense and commercial applications. For additional information, visit: www.elbitsystems-us.com or follow us on Twitter.

Job Description

A world leader in the design and manufacture of avionics flight instruments, technologically sophisticated defense systems and diagnostic medical instrumentation, Elbit Systems of America combines the close-knit teamwork and high visibility of a small company with the stability and resources only a large company can provide.

As a member of Elbit Systems of America's Trade Compliance team, you will support and enhance the company's export license and agreements process. You will serve as a subject matter expert, providing advice and guidance across the organization.

Job Description / Responsibilities

- Acts as Empowered Official as defined by the International Traffic in Arms Regulations (ITAR) and Responsible Person (RP) as defined by US Federal explosives laws
- Acts as Technology Control Officer (TCO) as defined by the National Industrial Security Program Operating Manual (NISPOM) and the ESA Special Security Agreement (SSA)
- Participate in drafting, managing, and applying for Technical Assistance Agreements and Manufacturing License Agreements as well as Alcohol Tobacco and Firearms (ATF) permits
- Provide subject matter expertise in various relevant trade compliance laws and regulations, including the Export Administration Regulations (EAR), ITAR, Office of Foreign Assets Control (OFAC) Regulations, ATF Regulations
- Meet with internal permit/license/agreement requestors and provide guidance on requirements to program personnel
- Monitor progress of submissions within the USG, keeping internal stakeholders apprised
- Conduct Technology Control Guidance briefings, explaining approved export authorizations to relevant internal parties
- Conduct audits on expiring authorizations and manage the license close-out process
- Assist with internal investigations, audits, and recordkeeping processes
- Work with other trade compliance personnel to evaluate, streamline and document appropriate procedures & policies to facilitate expedited processing of exports, imports and licensing
- Determine USML, ECCN and Schedule B classifications for products as needed
- Collaborate with our affiliate companies, suppliers, and customers on trade-compliance-related subject matter
- Provide advice and guidance on deemed exports for foreign visitors/employees
- Conduct new hire briefings and other training activities
- Other trade compliance-related duties, as assigned

Qualifications

- A Bachelor's Degree and 8-10 years specialized training in export licenses/agreements or an equivalent combination of education and experience
- Knowledge of Microsoft Office required; OCR, SNAP-R, and DECCS preferred
- Ability to work independently with minimal follow-up and guidance
- Secret-level security clearance required
- Can multi-task yet remain attentive to details
- Capable of critical analysis for troubleshooting and resolving organizational and regulatory problems
- Competent to analyze and interpret export/import laws, regulations & industry best practices
- Practices excellent written and verbal skills

Additional Information

All your information will be kept confidential according to EEO guidelines.