



Global Trade Compliance Specialist

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Job Description

POSITION SUMMARY:

The Global Trade Compliance Specialist establishes corporate compliance with U.S. Customs and Border Protection (CBP), Canada Border Security Agency (CBSA), and other participating government agency regulations. Supports global import and export operational functions. Key facilitator and process enabler for the import and export infrastructure and international trade compliance strategies. Assists in the management of containers and merchandise imported annually. The specialist assists in managing U.S. and Canadian entries that are each subject to customs review and audit.

ESSENTIAL FUNCTIONS:

- Creates and maintains compliance manuals and related Standard Operating Procedures (SOPs).
- Researches and classifies product line per the harmonized tariff classifications for both the U.S. and CA, ensuring the highest possible level of accuracy.
- Provides relevant departments with guidance, training, and direction concerning import and export compliance, procedures, and documentation.
- Develops procedures, processes, and materials for distribution to vendors, customers as well as cross-functional teams.
- Identifies opportunities to support duty savings initiatives.
- Manages all U.S. and Canadian customs brokers.
- Actively participate in industry groups and trade associations.
- May require domestic and international travel.
- Demonstrates a commitment to core values.
- ALL OTHER DUTIES AS ASSIGNED

EXPERIENCE/QUALIFICATIONS:

- Minimum Degree Required: Bachelor's Degree in international business, supply chain, or related field; vast knowledge of government regulations, compliance, and global operations as well as quantitative methods
- Certificate(s) or License(s): Certified U.S. Export Compliance Officer accreditation is preferred or the ability to obtain within the first two years in the position.
- US Customs Broker License is a plus or the ability to obtain within the first two years in the position.
- Experience: Knowledge of government regulations, global logistics and compliance as well as quantitative methods acquired through formal education or 4-5 years of on-the-job-application
- Minimum 4 years of experience in an import and/or export setting

KNOWLEDGE, SKILLS, AND ABILITY

- Elevated skill set or high level proficiency in global trade compliance
- Excellent written and oral communication skills
- Good analytical ability to gather and interpret information
- Familiarity with AS400, JDA and Microsoft Office
- A self-starter with the ability to meet or exceed deadlines, multi-task and maintain flexibility in a fast paced changing environment



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- Knowledge of import and export regulations and processes including, the Importer Self-Assessment program, and C-TPAT
- Capacity to interpret, understand and ensure Bass Pro, LLC and Cabela's compliance with complex regulatory documents
- Capability to establish working relationships with associates at all levels
- A valid passport and driver's license

TRAVEL REQUIREMENTS:

- When Applicable

PHYSICAL REQUIREMENTS:

- Regular computer work, and sitting
- Occasional walking, standing, and lifting

INDEPENDENT JUDGEMENT:

- Performs duties within scope of general company policies, procedures, and objectives. Analyzes problems and performs needs assessments. Uses judgment in adapting broad guidelines to achieve desired result. Regular exercise of independent judgment within accepted practices. Makes recommendations that affect policies, procedures, and practices.

Job Details

Job Requisition ID	R185520
Location	Missouri: Springfield Base Camp Bass Pro
Posting Date	11/14/2023 - 1 month ago
Job Family	Compliance
Time Type	Full time
Job Type	Regular
Supervisory Organization	[REDACTED]

https://basspro.wd1.myworkdayjobs.com/en-US/careers/job/Springfield-MO-Bass-Pro-Shops-Base-Camp/Global-Trade-Compliance-Specialist_R185520

We're Hiring for Global Trade Compliance Specialist!