



Job Opportunity

Company	Global Trade Jobs
Job Title	Senior Trade Analyst
Location	Pembina, ND or Columbia, SC or Remote
Salary Range	55,000.00 to \$70,000.00 Per Year
Relocation Assistance	

Job Description / Responsibilities / Requirements

About the Role

Are you a seasoned trade compliance professional with a passion for customs regulations and client consulting? GHY is looking for a Sr. US Trade Services Analyst to join our growing team. Reporting to the Director of US Trade Services, you'll serve as a subject matter expert, mentor colleagues, and provide strategic guidance to clients on complex trade matters.

What You'll Do

- Advise clients on tariff classification, valuation, country of origin, and free trade agreement qualification
- Draft and coordinate CBP Binding Ruling Requests
- Support compliance verifications and post-entry corrections
- Prepare scope of work proposals for billable projects
- Communicate with CBP and Partner Government Agencies
- Identify client risks and refund opportunities
- Generate reports and support duty drawback coordination
- Compile customs packages and manage post-entry filings
- Maintain logs for refunds, CBP document requests, and entry status
- Create content for trade-related presentations and support business development
- Research and resolve supplemental duty bills and penalties

- Participate in weekly team huddles and contribute to ongoing process improvements
- This list is not exhaustive; additional duties may be assigned as needed

What You Bring

- Skills & Competencies:
 - Strong attention to detail and organizational skills
 - Self-motivated with the ability to manage deadlines and heavy workloads
 - Excellent verbal and written communication skills
 - Ability to represent GHY professionally with clients, colleagues, and CBP
- Advanced knowledge of:
 - Tariff classification and Explanatory Notes
 - U.S. Customs regulations (19 CFR)
 - Valuation rules and country of origin determinations
- Proficiency in:
 - Executing customs entries for all transportation modes
 - ACE functionality and brokerage software
 - Microsoft Excel and the full Microsoft Office Suite


Experience & Education

- Minimum 10 years of experience in the customs industry
- Certified Customs Specialist (CCS) designation
- U.S. Customs Broker License
- Completion of Grade 12 education

Working Conditions

- Minimal supervision required
- Primarily desk-based (90%) with occasional standing or travel (5% each)

 Location: Pembina, ND or Columbia, SC

 Remote Option: Available for qualified candidates

 Hours: Monday–Friday, 8:30 AM – 5:00 PM CST (40 hours/week)

 Holidays: One statutory holiday per year will be required to be worked

Why GHY?

At GHY, we're committed to building a culture of collaboration, growth, and excellence. You'll join a team that values expertise, supports professional development, and works together to deliver exceptional service to our clients.

Ready to take the next step in your trade services career?
Apply now and help shape the future of global trade with GHY.

Contact Information to Apply