



## **Job Opportunity**

Company	Gateway Recruiting LLC
Job Title	Customs Manager – Tariff Management
Location	Charlotte, NC or Washington, DC
Salary Range	\$100,000 - \$125,000 annual base salary
Relocation Assistance	Relocation Assistance Available

### **Job Description / Responsibilities / Requirements**

#### **Job Summary:**

This role is seeking an experienced and strategic Trade Compliance Manager to join a talented group of trade professionals in managing and developing program strategy, governance, and risk management to ensure alignment with U.S. Customs and Border Protection (CBP) regulations and internal compliance goals. One specific project that the successful manager will have the opportunity to oversee and lead is the global First Sale for Export (FSFE) program. The successful candidate will drive cross-functional coordination with supply chain, legal, engineering, and customs brokers to mitigate risk and ensure timely, lawful trade operations. Strong knowledge of U.S. customs regulations, particularly duty mitigation programs, is essential.

#### **Key Responsibilities:**

- **Program Leadership and Governance**
  - Lead the enterprise-wide tariff management compliance program, assuring compliance with all requirements, conducting audits, timely responding to CBP inquiries, and performing other duties related to tariff management as needed.
  - Serve as the global subject matter expert for FSFE transactions and valuation compliance
  - Develop, maintain, and continuously refine the policies, standard operating procedures (SOPs), and governance controls related to tariff management.
- **Cross-Functional Engagement**

- Collaborate with global sourcing, procurement, logistics, tax, and finance teams to ensure accurate implementation of tariff management strategies, including FSFE principles and data alignment.
- Conduct training and awareness campaigns across business units to drive tariff management adoption and compliance culture.
- Partner with regional and site-level compliance staff to monitor local adherence and support corrective actions as needed.
- **Audit and Documentation Management**
  - Coordinate internal self-audits and readiness assessments to ensure ongoing compliance, documentation availability, and audit preparedness.
  - Act as the lead liaison for CBP audits or inquiries related to FSFE and other tariff management strategies, working closely with management, legal counsel, customs brokers, and external advisors as needed.
- **Operational Excellence & Continuous Improvement**
  - Ensure end-to-end tariff management compliance across sourcing, shipment, and customs declaration processes.
  - Leverage strong knowledge of international logistics to oversee FSFE execution throughout the global supply chain.
  - Monitor changes in regulations, customs rulings, and case law that impact tariff management, tariff strategy, FSFE and customs valuation.
  - Lead efforts to identify and implement automation, controls, and performance metrics (KPIs) for program health and reporting.
  - Partner with regional and site-level compliance staff to monitor local adherence and support corrective actions as needed.
- **Other Responsibilities:** the successful candidate will be asked to perform other trade compliance-related duties as needed.

**Minimum Qualifications: Education, Experience, Skills, Abilities,**

**License/Certification:**

- BS/BA Degree
- Demonstrated knowledge of US import and export laws and regulations and ability to interpret regulatory information
- Minimum 7 years of experience in global trade compliance, with specific expertise in U.S. customs valuation and tariff mitigation/management.
- Deep understanding of CBP regulatory framework, including customs valuation rules, tariff management and mitigation strategies, and audit procedures.
- Demonstrated experience with broker management, audit responses, and documentation controls.
- Expertise in international logistics, import valuation, and customs entry processes.

- Able to leverage project efforts through effective involvement of individuals and resources from outside the immediate team.
- Good ability to identify and adapt best practices from other organizations.
- Proficient in ACE Reporting and using Microsoft Analytic tools
- Motivation to push projects through to solution and implementation; cognizant of time and budget constraints. High levels of energy, drive, focus.

**Preferred Qualifications:**

- US Customs Brokerage License highly desirable
- CTCS (Certified Trade Compliance Specialist)

**Contact Information to Apply**

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