

Import/Export Compliance Manager

Requisition Number:	18-08
Job Title:	Import/Export Compliance Manager
Career Level:	Mid-Level
Location:	Littleton, Colorado
Relocation:	Negotiable
Education Required:	Bachelor's/ Master's Degree in Business and/or Engineering Related Field
Years of Experience:	4-10
Travel	As Necessary
Job Description:	Primary responsibility is to implement, execute, and enforce a comprehensive company-wide strategy related to Import/Export of company products and services with domestic and international customers, partners, and organizations. This position must have a thorough understanding of ITAR/EAR regulations, U.S. Department of State & Commerce controls, and demonstrated experience of CCL and USML controlled space related technologies.

- Basic Qualifications:**
- Self-motivated and performing tasks with minimal oversight
 - Experience in a multi-discipline environment
 - Proficient in Microsoft Excel, PowerPoint, Word, etc.
 - Excellent verbal and written communication skills; the ability to professionally communicate and coordinate with a wide range of external program sponsors as well as internal management and administrative personnel
 - Sound fiscal and time management skills, attention to detail, and priority management to meet conflicting deadlines
 - Personable and a history of positive customer/public interaction

- Required Skills & Knowledge:**
- Global import/export regulatory requirements
 - US domestic & global material shipping regulatory knowledge
 - US USML/EAR/CCL list knowledge
 - Commodity Jurisdiction (CJ) & determination experience
 - Technology Control Plan (TCP) implementation and execution
 - Demonstrated experience with ITAR/EAR in an export compliance capacity
 - Internal and corporate assessments and audits of import/export activities
 - Analyze and identify compliance training requirements and conduct training
 - Knowledge of licensing and import/export agreements

- Desired Skills:**
- Aerospace Industry Experience
 - Multilingual

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