

GRAINGER INTERNATIONAL JOB DESCRIPTION

Job Title: Import Compliance Analyst

Reports to: Manager, Import Logistics and Compliance

Job Purpose

Provide subject matter expertise of all international logistics, documentation, customs classification and compliance. Manage daily import operations while providing tactical and strategic support, analysis, and reporting to Import Manager. Provide support as needed for any export compliance business.

Major Responsibilities

- Optimize efficiency of import logistics and supply chain by resolving compliance matters
- Work closely with Customs officials to request Binding Rulings, respond to requests information (CF28 and CF29) and obtain guidance on port regulations.
- Minimize exposure to governmental penalties by ensuring company compliance with US Customs and Border Protection and other government agencies' laws and regulations.
- Serve as a liaison for broker and suppliers to resolve import compliance issue and ensure shipments are delivered timely.
- Perform post-entry audits to proactively prohibit penalties for non-compliance.
- Update Import Compliance Manual on an annual basis.
- Manage special project/requests for import/export teams and internal/external legal counsel relating to CPB and associated laws and regulations.
- Assists the GTCA with the collection of HTS/Schedule B numbers and Country of Origin/NAFTA information for certain Grainger products to ensure customers and Grainger businesses have correct financial impact for duties and Customs clearances paid.
- Assists with research on product as needed to confirm accurate classification.
- Available to assist with new item additions and product maintenance of trade data submitted by Grainger suppliers.
- Assists with educating Grainger Suppliers with Trade Data and US Government compliance.
- Coordinates imports on returned goods shipments by assisting U.S. Customs Broker to ensure accurate and compliant entry into the U.S.
- Supports International Leadership Team with projects as needed.

Desired Experience/Skills

- Bachelor's degree
- 3-5 years' experience with logistics, customs brokerage, international trade documents, Harmonized Tariff Classification, and U.S. Customs and Border Protection.
- Proven ability to organize and prioritize rapidly changing and competing priorities.
- Knowledge of C-PAT and CBP laws and regulations
- Experience with other US import regulatory agencies.
- Licensed broker preferred
- High level of initiative, flexibility, organization and team orientation.
- Strong customer service, with excellent verbal and written communication skills.

Apply here: <https://jobs.grainger.com/job/LAKE-FOREST-Import-Compliance-Analyst-IL-60045-5202/378321800/>