
Job Description

LOCATION: Schaumburg, IL (Relocation Assistance will NOT be provided)

DESCRIPTION:

As the Import Manager of Customs Brokerage Operations, you will be instrumental and responsible for the growth and development of the Customs Brokerage Operations of our Illinois Branch Office. We are looking for someone that has the proven success, knowledge and experience in the industry to help establish best practices, while progressively growing a team.

KEY RESPONSIBILITIES:

- Oversee the provision of Customs Brokerage services to our customers
- Develop, implement, and continuously enhance all Customs Brokerage policies and procedures
- Provide guidance on U.S. Customs laws, regulations and other requirements to internal teams and external customers
- Map company process flows and continuously review to identify efficiency gains
- Review and monitor all U.S. Customs rejections, requests for information, and other inquiries
- Resolve customs and import compliance issues
- Lead and develop a team of Customs Brokers and Entry Writers
- Stay current with developments and changes in regulations and other government requirements
- Oversee compliance with applicable regulations, other government requirements and company standards

QUALIFICATIONS:

- U.S. Customs Broker License
- 7+ years' experience in Customs Brokerage Operations
- Strong understanding of US Customs and related laws, regulations and requirements
- Results oriented with the drive to grow a customs brokerage operation
- Demonstrated experience with strategic planning initiatives
- Strong analytical skills with a systematic problem-solving approach
- Managerial experience and team building experience is a plus
- Bachelor's degree is strongly recommended for those applying