



Export Control Specialist

Responsibilities

- Consult, develop, publish and implement an Export control and Sanctions Policy having regard to best practices and relevant industry standards
- Lead in the development and implementation of operational processes and controls and relevant systems and standard work instructions around import and export activities, including import/export controls, sanctioned party list and embargoed country review and screening, license management, HS-code classification, bonded goods and all deemed export compliance, import/export documentation and etc., to ensure corrective action and import/export processes are in place to meet local regulations
- Processes and procedures to be developed to cover areas of engineering technical data and intangible technical transfer
- Conduct compliance audit according to the established process and measurement to identify areas of compliance risks
- Actively coordinate the closure audits from customs or shareholders and also to establish an alert mechanism to identify and address potential red flags
- Assisting in preparation of training materials and handouts, compliance manuals or memos and operating procedures
- Presenting or arranging training sessions and briefings to employees as required.
- Work with logistics provider to establish standard operating modes of operation
- Ensure that the end-use of all items, technology and software are determined and screened according to standard work processes and preventing violations

Requirements

- Bachelors in Supply Chain Management, Logistics, Business Studies, Procurement, Law, Engineering, Business Administration or equivalent
- 6-7 years plus work experience in customs, logistics, supply chain, taxation, import/export, sourcing, transportation or process improvement
- Six sigma training or certified Greenbelt is an advantage
- Experience in export control licensing

- Good understanding of manufacturing process, third party logistics operations, cross border movement of goods, global trade compliance and supply chain process
- Strong written and oral communication skills and the ability to meet tight deadlines and prioritize workloads
- Ability to create, track, and report out on metrics in a result & metrics-oriented environment

(Only short-listed candidates will be notified)