

<b>JOB DESCRIPTION</b>
<b>Job Title: Trade Compliance Manager</b>
<b>Purpose and Scope</b>
Seeking a highly motivated manager to support SSSL Export/Import Programme to ensure company compliance with international trade compliance laws and regulations, including UK, EU and US (EAR/ITAR). This role will work closely the Trade Compliance Officer and within the business to enable business success, ensure integrity while achieving regulatory compliance and protection of national security interests.
<b>Responsibilities/tasks</b>
<ul style="list-style-type: none"> <li>• Assist the Trade Compliance Officer (TCO) with the development and management of a comprehensive export/import framework to ensure compliance with UK, US and EU regulations in support of the F-35 UK component repair programme.</li> <li>• Oversee the operational processes for assuring trade compliance review and approval relating to export licensing, technical data, foreign travel, foreign visits, re-exports, retransfers and export and import shipments under UK, EU and US laws.</li> <li>• Develop hands on knowledge of UK export requirements specific to the F-35 OGEL.</li> <li>• Responsible for matters relating to the export jurisdiction/classification and customs import classification and obtaining export/import permits/authorizations in accordance with the UK Regulations.</li> <li>• Develop and conduct training on SSSL internal controls to comply with export/import obligations.</li> <li>• Liaise with the TCO to provide strategic guidance to support SSSL and the JV partners.</li> <li>• Implement action for resolution of export / import compliance problems, questions, or complaints.</li> <li>• Assist with HMRC and Export Control Joint Unit (ECJU) audits of the SSSL facility.</li> <li>• Ensure configuration and control of the export registry and trade compliance documentation is maintained.</li> <li>• Maintain trade compliance records in accordance with regulatory requirements.</li> <li>• Support new process requirements across the business.</li> <li>• Establish and maintain relations with appropriate government regulatory agencies.</li> <li>• Generate performance metrics for export and import processes.</li> </ul>
<b>Authorities/Delegations Required</b>
Verification and approval (or disapproval) of import & export transactions.
<b>Organisational relationships</b>
Reporting directly to SSSL Trade Compliance Officer.
<b>Education and Training Requirements</b>
<ul style="list-style-type: none"> <li>• Have a university degree in a business-related discipline, ideally in law, commercial, engineer or economics.</li> <li>• In-depth knowledge of UK, US and EU export/ import laws and regulations.</li> <li>• 2 to 5 years of experience in the domain of customs/global trade (export, customs and/or trade compliance).</li> <li>• Operational experience in export/import operations and risk management.</li> <li>• Will need to be able to hold and maintain UK Government clearances.</li> <li>• Background within an aerospace manufacturing environment preferred.</li> </ul>
<b>Functional Requirements (e.g. Technical, Managerial, Commercial)</b>
<ul style="list-style-type: none"> <li>• Experience in interpreting and providing guidance on UK/EU and US export and import regulations for the licensing of goods, technology and software.</li> <li>• Experience in providing training on UK/EU and US export/import laws <i>and regulations</i>.</li> <li>• Act with integrity as a guiding principle.</li> <li>• Be able to work flexibility under pressure.</li> <li>• Work independently with moderate guidance as part of a team.</li> <li>• IT literate with a demonstrable competency of Microsoft Office and SharePoint.</li> <li>• Effective communication skills,</li> <li>• Must have leadership skills and business acumen.</li> </ul>

If you are interested in the role, please send your CV and cover letter to [bethann.johnson@sealandssl.co.uk](mailto:bethann.johnson@sealandssl.co.uk) or call +44 (0) 124 4847 113.