

Rheinmetall Electronics UK Ltd. • Unit B The Apex • PO30 5XW • United Kingdom

Job Title

Strategic Goods Export Controller

What we are looking for

Rheinmetall Electronics UK (REUK) is a defence supplier with an international customer base.

This role is responsible for the management and continuous improvement of the REUK Export Control Process, noting that a robust and mature process is already in place. As the company is going through a period of expansion and diversification, the job holder is required to create, maintain and collaborate on additional or new aspects to that process, supporting increasingly larger and more complex projects.

The Job holder will be fully supported by the Head of Marketing & Communications, who also fulfils the position of Export Control Manager.

REUK's business includes dealing with defence mission equipment, defence enterprise level software, and significantly unique intellectual property, predominately in the land domain, for delivery predominately across Europe and USA. REUK designs and manufactures Military and Dual-Use goods, software and technology, and is the registered user of a range of UK Open General Export Licenses (OGEL) and from time to time, Standard Individual Export Licences (SIEL).

Example day to day tasks therefore include:

- Ensuring compliance with Export License Terms and Conditions in the delivery of goods and services;
- The support of demonstrations, evaluations, exhibitions overseas using both REUK property and 3rd party strategically controlled items;
- Recording the correct Export Control rating of existing and grading of new products;
- Regularly auditing and compiling internal and external reports as required.

REUK is also a wholly owned subsidiary of the Rheinmetall Group and is called upon to offer in-house expertise and comment on Division or even Group level export control topics, from a UK perspective from time to time. The post holder will be expected to assist, support and comment on these topics as and when they arise.

All of the above must be achieved within a lean business management environment, with efficient but robust processes and procedures embedded into the business, supporting cross-functional teams exporting goods, software and technology on a near daily basis. Moreover, it is necessary to preserve agility and flexibility in order to quickly accommodate ad-hoc or unforeseen export business demands.

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Unit B The Apex • St Cross Business Park • Newport • Isle of Wight • PO30 5XW • United Kingdom • Tel: +44 (0) 1983 216600

Registered in England Company No: 2389307 • VAT No: 750364052

www.rheinmetall.com

Responsibilities & Tasks

Managing the Export Control Process

- Maintaining complete competence in the UK legislative framework of Strategic Goods Export Control, as defined by HMG Export Control Joint Unit (ECJU)
- Maintaining high competence in the USA legislative framework of Strategic Goods Export Control, as defined by International Traffic in Arms Regulations (ITAR) and Export Administration Regulations (EAR) and its constraints on a UK business.
- Ensuring the REUK Export Control Process is accurately documented in the Company Quality Management System (Wiki-style documentation)
- Training all staff on their roles and responsibilities as practitioners of Export Control, across all functions (everyone plays their part and is responsible for doing so in compliance with the REUK process)

Continuous improvement of the Export Control Process

- Conducting regular reviews if the process in place and managing a back log of identified areas for improvement and subsequent action.
- Establishing company resilience by assisting with training deputy and advanced practitioners.

Audit and Reporting

- Conducting, no less than annually, a companywide audit of exports in order to fulfil conditions of licence terms, maintain quality and identify any non-compliances

Executing the Export Control Process

- Identify goods ratings (consulting the UK ML and Dual-Use lists), and documenting records of ratings through the REUK Export Control Assessment Form (ECAF);
- Identify appropriate licenses, registering or applying for these if necessary and documenting instructions for compliance;
- Administer end use or other declarations in order to comply with REUK licence conditions (working with programme management and other stakeholders)
- Administer end use or other declarations on behalf of 3rd parties (REUK end use declarations)
- Administer other documents for 3rd parties as and when required, including requests for information on US content in complete products, supplying information on percentages of US content for di minimis rules and country of origin for components
- Review of shipping documents or other artefacts with Export Control data content
- Administer export travel documentation for team members travelling overseas

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- Advise and guide practitioners cross functionally ad-hoc, on any aspect of Export Control

Delivering new business processes

- Delivery of larger (scaled as weeks or months in duration) projects to capture new Export Control Processes or wider re-factoring of existing processes (to deliver cost savings and/or enhance quality) as and when required.

What Skills & Experience you should have

Essential Skills:

- Excellent familiarity with the UK legislative framework of Strategic Goods Export Control, as defined by HMG Export Control Joint Unit (ECJU).
- Experience of delivering Export Control services to a fast-paced UK engineering firm to a very high standard
- Excellent written communication skills, experience of using a range of communication methods (email, chat services (Microsoft Teams etc.), phone etc.)
- Experience of using standard computer packages including Microsoft Word, Power Point, Excel and Outlook
- Good analytical skills: forming decisions based on widespread, fragmented or uncertain data
- High familiarity with the technical and legal language typical of Export Control legislative materials
- High familiarity with the needs and drivers of an ISO9000 accredited, defence manufacturing company
- Excellent interpersonal skills; confident in dealing with enquiries and contacts from both internal and external sources
- Ability to work on several projects at the same time for a variety of stakeholders, without faltering on quality
- Desire for continuous improvement and learning; REUK supports education and learning for the correct candidate and expect the post holder to keep up to date with training both essential and beneficial to improving and maintaining the export control process.

Desirable Skills:

- Knowledge of trade compliance, including customs procedure codes, T1 procedures and commodity codes
- Familiarity of and experience in USA Export regulations, including di minimis rules, ITAR procedures and UKAUS
- Trained to intermediate level through the ECJU training programme, or similar/equivalent alternative training

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Personal Attributes

The post holder should have excellent face to face and written communication skills, with the ability to explain often complex topics to colleagues with varying levels of understanding of export control and at every level of the business, from the very top level down. Due to the global nature of REUK's business, communication is regularly required with stake holders whose first language is not English, so an ability to adapt, research and willingness to understand is also required.

The post holder will be the first point of contact for the business for all export control enquiries so they should be approachable, helpful and willing to adapt as the business requires. The post holder must be friendly, confident, open and able to work as part of a team and have the desire to support the business to succeed by providing an exemplary service.

Location and Working Pattern

This role will be hybrid located across REUK's offices in Newport, Isle of Wight and in Southampton. Due to the nature of the position and the activities undertaken, it is expected that the post holder will be present in the IOW and Southampton offices a minimum of 3 days each week, in line with our flexible working policy.

The post is offered as a full-time position (37.5 hours per week).

What we offer you

We want REUK to be the employer you choose to build your career with. We have lots of opportunity to grow as our business continues to grow. We are proud to be a Disability Confident employer, committed to fostering an inclusive and supportive workplace for all.

We are passionate about finding the right people to join us and we want you to be proud to work with us. Our vision is to become a recognised and respected solution provider while delivering high-technology, high reliability & high-quality products and systems.

- 25 Days holiday plus Bank holidays (increasing with service)
- The opportunity to work flexibly and to work your contracted hours over the week so that you can enjoy an early finish on a Friday.
- 4-times Death-in-Service Benefit (after 3 months of service)
- BUPA Healthcare & Dental-Care Insurance (after successful completion of probationary period)
- Long Service Rewards
- Enhanced Employer Pension contributions of 6.8%
- Salary sacrifice scheme for Cycle to Work
- Discounted Ferry Bookings

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- Discounted Gym Membership
- Monthly on-site massages
- Excellent Training Opportunities
- Recommend a friend scheme
- Excellent canteen facilities with a state-of-the-art kitchen, pool table and tuck shop
- Staff social events throughout the year
- Recognition for your work

Contact Information

Due to our pre-employment checks, we require applicants to have lived in the UK for at least 5 years.

To apply, please send your CV to hr_reuk@rheinmetall.com