

# Trade Compliance Management: Manager, Trade Compliance

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**Regulatory Compliance:** Interprets federal and state and/or international regulations as they apply to products, financial processes, and other processes, practices and procedures. Investigates and resolves compliance problems, questions, or complaints received from other units of the company, customers, government regulatory agencies, etc. Implements policies and procedures to ensure that these are in compliance with the appropriate statutes and regulations and that regulatory reporting requirements are met. May develop and implement programs designed to increase employee awareness and knowledge of compliance policies. May audit and evaluate current policies, procedures, and documentation for compliance with government laws and regulations. May include compliance review and approval of promotional materials, including post marketing.

**Licensing-Export:** Develops and manages activities related to export licenses in support of international business development activities. Establishes requirements for license generation, guidance of the license generation and tracking process, and support of submitted licenses throughout U.S. Government review and approval processes. Establishes and maintains relations with appropriate government licensing authorities to ensure that the company's position on licensing and technology release is conveyed, understood and accepted. Maintains marketing contacts with both domestic and foreign civilian and military personnel, as well as customers and procurement officers.

## **Management Role**

Accomplishes results through subordinate supervisors, or exempt specialist employees.

## **Policy and Strategy**

Interprets and administers policies, processes, and procedures that may affect sections and subordinate work areas.

## **Freedom to Act**

Assignments are defined in terms of activities and objectives. Work is reviewed upon completion for adequacy in meeting objectives.

## **Impact**

Decisions have an impact on work processes and outcomes. Erroneous decisions or recommendations or failure to complete assignments normally result in serious delays and considerable expenditure of additional time and funds.

## **Liaison**

Interacts frequently with internal personnel and outside representatives at various levels. Participates and presents at meetings with internal and external representatives. Interaction typically concerns resolution of operational and scheduling issues.

## **Minimum Education and Experience Requirements**

Bachelor's Degree in Business or related field and 10+ years of diverse professional experience in all areas of which may include 5+ years managing respective area.