

Import Trade Compliance Analyst

Your tasks

The Import Trade Compliance Analyst ensures all import activities adhere to U.S. Customs and other government agency regulations. This role supports global trade by accurately classifying goods under the Harmonized Tariff Schedule, managing import documentation, monitoring duty payments, and coordinating with external vendors, brokers, freight forwarders, and internal teams. The analyst proactively reviews and monitors trade regulations to mitigate compliance risks, prevent penalties, and ensure efficient import operations.

- Ensure import activities comply with U.S. Customs and Partner Government Agencies (PGAs).
- Classify imported products using the Harmonized Tariff Schedule (HTSUS), considering GRI rules, rulings, and Explanatory Notes.
- Review and audit import entries for accuracy in declared values, classifications, and applicable duties and taxes.
- Stay current with regulatory changes and trade compliance developments.
- Coordinate with customs brokers, freight forwarders, and internal stakeholders to resolve import issues.
- Support audits, responses to CBP requests, and internal compliance assessments.
- Maintain item master data and ensure proper documentation is retained per 19 CFR requirements.
- Demonstrate familiarity with maquiladora operations in Mexico and related U.S./Mexico cross-border processes.
- Knowledgeable on Incoterms 2020
- Apply working knowledge of USMCA rules of origin and regional value content (RVC) requirements.
- Support export compliance activities, as needed.
- Submit requisition for payments, as needed.
- Keep employees up-to-date on developing Trade issues
- Participate in available training, both external and internal.
- Provide clear and concise guidance to employees and stakeholders regarding trade regulations, policies, and procedures.
- Facilitating communication between departments or stakeholders.
- Excellent communication skills, written and verbal, coordinating with internal and external partners
- Generate monthly trade activity reports using ACE
- Monitor entry summary data for accuracy and alignment with broker filings.
- Compile trade compliance metrics (e.g. broker reports, ACE) for internal reporting.
- Monitor ACE portal for system updates, trade notices and new report formats or data tools.



Job ID
REF87931G

Field of work
Logistics

Location
Rochester Hills

Leadership level
Leading Self

Job flexibility
Hybrid Job

Legal Entity
OESL Automotive USA LLC

Your profile

- Bachelor's degree preferred in business or other relevant studies
- Minimum five years' experience in import compliance, customs brokerage in lieu of degree
- Knowledge of US Customs Regulations, and other trade compliance frameworks
- Strong knowledge of the HTSUS and (GRIs) and import classification processes
- Strong analytical skills and attention to detail for auditing and documentation
- Excellent communication skills for coordinating with internal teams and external partners
- Ability to interpret complex regulatory requirements and apply them to business operations
- Strong organizational skills and ability to manage multiple tasks in a fast-paced environment
- Use SAP and Microsoft Excel for trade data management, reporting, and compliance tracking

Our offer

THE PERKS

- Immediate Benefits
- Robust Total Rewards Package
- Paid Time Off
- Volunteer Time Off
- Tuition Assistance
- Employee Discounts, including tire discounts.
- Competitive Bonus Programs
- Employee 401k Match
- Diverse & Inclusive Work Environment with 20+ Employee Resource groups.
- Hybrid Work
- Employee Assistance Program
- Future Growth Opportunities, including personal and professional.
- And many more benefits that come with working for a global industry leader!

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About us

ABOUT US

OESL - Original Equipment Solutions, For Future Mobility

Are you ready to move Forward Together with a global, dedicated, and experienced team? Join us and take the opportunity to contribute to our future in the fundamentally changing automotive industry with your new role as Global Process Owner Payroll and Time & Attendance (m/f/d) in the stand-alone Business Area Original Equipment Solutions.

Original Equipment Solutions

With more than 17.000 employees and around 2 billion euros sales, present in 15 countries with 35 locations and tech centers - OESL is a global player in the automotive sector with extended material competence in rubber, plastic, and metal, serving all major OEM's and commercial vehicle customers' needs with millions of parts in high quality.

People Services with a Heart

People Services are more than just processes - they are opportunities to connect with and support our employees. We focus on delivering services with empathy, understanding, and a human touch. By providing personalized support and addressing individual needs, we ensure employees feel heard, valued, and cared for. Every interaction reflects our commitment to fostering trust and a positive employee experience.