

Customs & Compliance Execution Lead

工作职责

Role Objective

Act as a key link between operational customs execution (1st Line of Defense) and compliance monitoring (2nd Line of Defense), ensuring alignment with applicable customs regulations and internal compliance policies. This role supports both strategic risk mitigation and day-to-day customs compliance in Mexico.

Key Responsibilities

Compliance Execution & Monitoring

- Validate and monitor customs operational processes in accordance with compliance standards.
- Conduct self-assessments and gap analysis in preparation for internal or government audits.
- Coordinate responses and documentation for internal/external audits.
- Support implementation of RPAs and standardized compliance processes.

Customs Operations Oversight

- Supervise customs dispatch execution to ensure coordination with brokers and compliance of documents.
- Review and validate HTS code proposals submitted by brokers or SCM.
- Monitor and manage Automatic Import Notices (AINs).
- Ensure compliance with NOMs and Mexican labeling standards.
- Administer customs inventory control in line with IMMEX and Annex 24 requirements.
- Monitor VAT certification compliance and Annex 30 documentation and traceability.

Strategic Risk & Internal Control Support

- Interpret regulatory updates and communicate operational adjustments to maintain compliance.
- Support implementation of CTPAT-compliant practices and documentation.
- Ensure ERP and customs system data integrity (e.g., BOMs, fixed assets, export control).
- Escalate compliance risks and provide supporting documentation to authorities when needed.
- Define and monitor digital recordkeeping aligned with legal and internal requirements.

Training & Awareness

- Deliver training on customs requirements, regulatory changes, and internal policies.
- Act as a subject-matter expert for internal stakeholders, including SCM teams.

职位要求

Essential Qualifications:



职位号码

REF88121T

工作职能

物流

所在地

San Luis Potosí - Contitech

领导力级别

个人贡献者

工作场所灵活度

混合式办公

招聘专员

Sergio González

法律实体名称

ContiTech Mexicana, S. de R.L. de C.V.

- Bachelor's degree in International Business, Customs, Foreign Trade, Logistics, or a closely related field is mandatory.
- Minimum of 5 years of extensive experience in customs operations, trade compliance, or equivalent regulatory functions is required.
- Demonstrated involvement in audits (internal, SAT, external) is highly preferred.

Critical Technical Competencies:

- Advanced proficiency in customs systems and tools, including but not limited to VUCEM, Data Stage, SAT platforms, and ERP systems such as SAP.
- Comprehensive knowledge of HTS Determination Process, customs valuation methodologies, and origin determination procedures is essential.
- In-depth understanding of trade agreements (e.g., USMCA/T-MEC, EU-MX) and relevant regulatory frameworks is crucial.

Core Competencies:

- Exceptional analytical and problem-solving skills, with a proven ability to interpret complex regulatory and transactional data.
- Superior communication skills, both verbal and written, with the capacity to articulate complex information clearly and concisely.
- Demonstrated ability to work autonomously while collaborating effectively across multiple departments.
- Unwavering commitment to integrity, meticulous attention to detail, and superior organizational skills.

Language Proficiency:

- Full professional fluency in both Spanish and English is an absolute requirement.

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关于我们

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