Trade Compliance Analyst

Vos activités

The Trade Compliance Analyst execute and monitor the customs and foreign trade operation of different plants in Mexico. Must ensure the law and regulatory legal application, related with customs law, foreign trade law, IMMEX Decree, VAT Certification and related programs and certifications of the company.

Process
Ensure compliance with all import/export operations, including foreign and virtual transactions, through accurate and timely documentation.
Manage and coordinate customs operations in close collaboration with customs brokers.
Validate, prepare, and control documentation required for customs processes.
Maintain data integrity across Trade Compliance systems and procedures.
Communicate customs clearance requirements (data, documents, pictures, etc.) to internal teams.
Validate and analyze the correct application of Maquiladora Rules, IMMEX, VAT Certification, Revision at Origin, RO, OEA, and CTPAT standards during customs operations.
Upload and maintain up-to-date information and data in Annex 24 ICS.
Execute the pre-payment process for assigned operations.
Identify potential risks in customs operations and implement mitigation strategies.
Coordinate with the Supply Chain Team to track shipments and priorities, ensuring alignment with the plants' value stream map.
Support the control and monitoring of fixed assets within the plant.
Validate Certificates of Origin and ensure the correct application of Free Trade Agreement (FTA) rules.

Finance

Validate and coordinate the payment process of all brokerage invoices using corporate systems and tools.
Track and report key performance indicators, including storage costs and total amounts per broker.
Validate broker statements and coordinate with Accounts Payable to ensure payments comply with company policies.
Report customs operations accruals for monthly closing.
Provide Finance with reports of customs duties (pedimentos contributions).

Training and Coaching

Support employee development by transferring knowledge and best practices on new procedures, system updates, customs operations, foreign trade programs, and certifications at the plant level.
Foster continuous learning and awareness of regulatory changes by

Référence
REF91425B

Site
Lázaro Cárdenas

Niveau de leadership
Leading Self

Flexibilité du poste
Hybrid Job

Unité légale
Contitech Fluid Mexicana, S. de R.L. de C.V.

promoting proactive knowledge sharing within Trade Compliance and related functions.

Standardization

Provide input and feedback to support the development and continuous improvement of standardized Trade Compliance processes across ContiTech Mexico locations, including import, export, shipping, and receiving activities.
Collaborate with cross-functional teams to ensure consistent application of best practices and regulatory requirements throughout all relevant operations.
Assist in documenting and updating standard operating procedures (SOPs) to maintain alignment with evolving customs regulations and corporate policies.

Votre profil

Maquila Business, IMMEX Program, VAT Certification, Inventory Control System Annex 24, English Language, Microsoft Office Excel, Power BI, Customs Law, Foreign Trade Law, Foreign Trade Rules, CTPAT, OEA, USMCA, TLECUE

Notre offre

At Continental we are committed to building an inclusive and discrimination-free ecosystem in Mexico, these principles are rooted in our corporate philosophy and culture. Therefore, it is totally forbidden to request a pregnancy or HIV test as part of our selection processes.

#LI-SFGO

Ready to drive with Continental? Take the first step and fill in the online application.

A propos de nous

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2022, Continental generated sales of €39.4 billion and currently employs around 200,000 people in 57 countries and markets.