
Customs Specialist Resume

Job Objective

Looking for work with your company as a Customs Specialist in the field to help further the company as well as my own experience.

Summary of Qualifications:

- Remarkable experience in Customs Compliance
 - In-depth knowledge of Customs Regulations, Export Regulations and Trade Program requirements
 - Extensive knowledge of Customs Brokerage, Import/Export and entry-writing
 - Solid understanding of working with business and government personnel
 - Ability to Validate quantity, value, and additional data elements of imported merchandise
 - Proficient with ERP, inventory Systems, Excel, Access, Word and PowerPoint
 - Excellent problem solving and decision-making skills
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Work Experience:

Customs Specialist, May 2006 – Present
Staples, South Ozone Park, NY

- Monitored government exams at time of customs entry.
- Managed vendor documentation prior to export from origin.
- Oversaw assist process to ensure proper declaration with Customs.
- Performed post entry audits of Customs' entries.
- Managed ad-hoc projects from development through completion.

Customs Specialist, March 2003 – April 2006
Kelly Engineering Resources, South Ozone Park, NY

- Coordinated responses to audits and inspections.
 - Monitored and verified compliance with CTPAT requirements.
 - Streamlined and improved customs clearance process with logistics providers.
 - Developed, executed and documented necessary compliance monitoring actions.
 - Ensured adequate process exists for ensuring and verifying on-going compliance with customs requirements.
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Education:

Bachelor's Degree in International Trade & Business, Cheyney University, Cheyney, PA

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