



Senior Specialist - Import/Export Analysis

Job description

In this role, you will be part of the Export Control Compliance Team, actively participating in the deployment and continuous improvement of the Infineon Export Compliance Program and associated processes in the Americas. You will be a key contributor enabling the business to achieve its goals in a compliant and efficient manner. Additionally, this position will serve as a technical leader for the day-to-day responsibilities for our two groups of businesses, which includes coaching and mentoring other team members.

In your new role you will:

- Identify requirements for and support in the **development and implementation of policies and procedures** to ensure company compliance with U.S. import and export control laws and regulations (EAR/ITAR)
- Interact regularly with and **provide regulatory and operational support and guidance on export control compliance matters** to internal stakeholders
- **Vet technology/technical data, defense services and hardware exports** to ensure compliance
- Support in the **development** and presentation of **export related training materials**
- Assist in the **classification of Infineon products**, software and technologies according to import and export control requirements
- Prepare and **apply for export licenses, Commodity Jurisdiction and Classification requests** with USG authorities and ensure proper documentation and record-keeping
- Coordinate and administer **denied party screening activities** and clearance of exports via IT automated tools supporting program export activities
- Stay current with changes to and application of relevant regulations
- **Partner with** other members of the global Export Compliance Team and program stakeholders to improve export/import processes
- **Perform investigations, audits and assessments** of Export Control and program functions, root cause analysis on deficiencies, and develop and manage resulting corrective action plans
- Support post-merger integration activities, including IT tool alignment and migration as required.

Profile

You are best equipped for this task if you have:

- A **Bachelors Degree** in Business, Economics or other
- **8 years** or more of **export related experience**

At a glance

Location: **El Segundo, CA**
Job ID: **310341**
Start date: **immediately**
Entry level: **5+ years**
Type: **Full time**
Contract: **Permanent**

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Job ID: **310341**
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- **3-5 years** experience drafting, submitting and managing **BIS export licenses**
- Experience in performing **export classifications, supporting licensing requests and providing training** on export activities
- **SAP, MS Suite** (Excel, PowerPoint, Word) and ability to work with other proprietary systems
- **Project management** skills and familiarity with Six Sigma/lean principles (a plus)
- Experience in high-tech or **semiconductor industry** a plus but not a requirement
- Excellent **communication** and effective interpersonal skills
- Excellent **organization, presentation and writing skills**
- Attention to detail and are accurate in execution of any task
- Ability to complete complex tasks in creative and effective ways
- Exceptional critical thinking skills
- Ability to work autonomously, with minimal direction, and are self-motivated and results-driven
- Ability to work well in multidisciplinary teams and international environment
Engineering or technical background a plus

