



Export Control Compliance Manager

Job ID 248537

Location Atlanta, Georgia

Full/Part Time Full-Time

Regular/Temporary Regular

Job Summary

The Export Compliance Manager will provide strategic leadership for the Export Control program Institute-wide. This role will work closely with cross-functional leaders to ensure trade compliance programs are developed and executed across campus. Responsible for setting employee goals, assessing employee performance and providing feedback, and making pay recommendations. This position will interact on a consistent basis with: Staff, faculty, and external stakeholders. This position typically will advise and counsel: Staff and campus stakeholders. This position will supervise: Assigned staff.

Responsibilities

Job Duty 1 -

Provide leadership, support and guidance to Export Control team and campus stakeholders related to: import/export compliance, management, licenses, training, auditing, improvement strategies and process redesign.

Job Duty 2 -

Manage and supervise the drafting, submitting, tracking, and managing ITAR and EAR export authorizations and evaluating the use of exemptions and exceptions.

Job Duty 3 -

Serve as Subject Matter Expert on trade issues including, but not limited to, interpreting International Traffic in Arms Regulations (ITAR) and Export Administration Regulations (EAR), country of origin determinations and markings, valuation, denied parties, embargoed countries, anti-boycott compliance and reporting, and red flag issues.

Job Duty 4 -

Serves as the Empowered Official for transactional compliance with export regulations, license preparation and processing, and the use of exemptions and exceptions in lieu of licensing for business area.

Job Duty 5 -

Maintain a leadership role in developing and supervising the implementation of trade compliance

initiatives to ensure compliance with applicable local and US regulations as well as Institute and University System of Georgia (USG) policies.

Job Duty 6 -

Provide education and training to export and trade compliance staff and campus stakeholders on the appropriate interpretation and implementation of local and US regulations, problem-solving tools, and re-engineering processes, where appropriate.

Job Duty 7 -

Assist in establishing a continuous trade compliance improvement philosophy and culture with a strong internal and external customer focus Institute-wide.

Job Duty 8 -

Pro-actively identify protocols that need special review or assistance.

Job Duty 9 -

Maintains confidentiality regarding subjects, records, and review of issues.

Job Duty 10 -

Perform other related duties as assigned.

Required Qualifications

Educational Requirements

Bachelor's degree from an accredited school or equivalent combination of education and experience.

Required Experience

Seven to eight years job-related experience in aerospace, defense, research university or related environment, including at least 2 years of management experience. Requires previous experience.

Preferred Qualifications

Additional Preferred Qualifications

Member of the Bar or ability to become licensed to practice law in Georgia within 12 months of hire.

Preferred Educational Qualifications

Juris Doctorate (JD) from an accredited school.

Preferred Experience

10 years job related experience, in aerospace, defense, research university or related environment.

Knowledge, Skills, & Abilities

SKILLS

This job requires advanced knowledge of ITAR and EAR exception reviews and USML and ECCN classification and licensing; Excellent organizational skills and ability to prioritize and manage multiple

tasks simultaneously in a deadline driven environment; A high degree of flexibility with the ability to respond to changing priorities is important; Ability to work independently and communicate with a high level of professionalism, follow-through, flexibility, discretion, judgment, accuracy, diplomacy, and tact.

Equal Employment Opportunity

Georgia Tech provides equal opportunity to all faculty, staff, students, and all other members of the Georgia Tech community, including applicants for admission and/or employment, contractors, volunteers, and participants in institutional programs, activities, or services. Georgia Tech complies with all applicable laws and regulations governing equal opportunity in the workplace and in educational activities. Georgia Tech prohibits discrimination, including discriminatory harassment, on the basis of race, ethnicity, ancestry, color, religion, sex (including pregnancy), sexual orientation, gender identity, national origin, age, disability, genetics, or veteran status in its programs, activities, employment, and admissions. This prohibition applies to faculty, staff, students, and all other members of the Georgia Tech community, including affiliates, invitees, and guests.

Other Information

This is not a supervisory position.

This position does not have any financial responsibilities.

No, this position will not be required to drive.

This role is not considered a position of trust.

This position does not require a purchasing card (P-Card).

This position will not travel

This position does not require security clearance.