

# Driving decarbonization and digitalization. Together.



## Customs Officer Mexico

### Job description

The Customs Officer is the local representative for a legally independent Infineon Company and is responsible for the implementation of and compliance with the ICP, including staff training, communication, and the operational implementation of ECC tools and processes as well as management of daily customs issues. Their competencies include policy competence, authority to issue directives, and technical and professional competence for all necessary processes relating to the import and export of goods, including the transfer of goods, services, hardware, software, and technology, as well as the authority to stop transactions if necessary. The CO acts as a regular liaison with Customs personnel and internal/external customers. This position will interact with IFAM Customs, Shipping, Warehouse, Engineering, Procurement, Production, and other related departments between the organization, Infineon Vendors, US Broker, Distribution Centers, and Freight Carriers.

In your new role you will:

#### Responsibilities

- Be familiar with Company Internal/External Policies/Procedures.
- Act as a contact partner for IFAM Customs staff members
  - Handle or notify IFAM Customs for Post Entry Adjustment needed and provide supporting data.
  - Work with the Customs department for discrepancies control and corrective action implementation.
  - Inform IFAM Customs about changes in the daily business of the branch office or other relevant news, e.g. change of job, customers, corporations, change of addresses, etc.
  - Gather necessary information for new NOSTAS Part Number creation and follow up with the IFAM Customs team.
  - Etc.
- Assist with
  - -Publication and implementation of work instructions for Customs.
  - Help train and inform staff on Customs issues.
  - Ensure 3PL SOPs are followed, quarterly performance reviews, and corrective actions. e.g. notify 3PL performance issues, clearance errors, etc.
- Provide clearance instructions to US Brokers by providing shipment information: IOR, Part Number, Commercial Description, HTS, CoO, Value, etc.

### At a glance

Location:

Job ID: **HRC0788526**

Start date: **as soon as possible**

Entry level: **5+ years**

Type: **Full time**

Contract: **Permanent**

Apply to this position online by following the URL and entering the Job ID in our job search. Alternatively, you can also scan the QR code with your smartphone:

Job ID: **HRC0788526**  
[www.infineon.com/jobs](http://www.infineon.com/jobs)



- Reply to IFSSC team inquiries about entries, invoices, etc., and follow up when corrections are needed, e.g. correct HTS based on clearance instructions, correct CoO, etc.
- Help to ensure export shipments/documents meet all necessary Customs requirements by approving Non-Standard Shipments (NOSTAS) for Tijuana and Guadalajara sites by validating Value, Country of Origin, and HTS information.
- Ensure Compliance with Customs Certifications:
  - C-TPAT e.g. Security Profile updates/maintenance, Audit adherence to process/procedures, spot checks, etc.
  - OEA
  - AGARO
  - Others
- Recordkeeping, responsible for the integrity of import-export transaction files and adherence to IFX A.11 retention periods
- Mexico Customs Intranet updates/maintenance and publications.
- Raise awareness of Customs Compliance within the branch office.
- Projects
  - Participate, lead, and support with Customs topics
- Reports
- KPIs
- Others

## Profile

You are best equipped for this task if you have:

- Professional Experience in International Trade or related field (preferable), business administration, logistics, engineering, quality, or equivalent to 5 years of experience in a related position.
- Advanced conversational English (Written and spoken)
- Knowledge of Mexico Customs Compliance
  - OEA, AGARO, PROSEC, Regla 8va, CTPAT, etc.
  - TIGIE
- Experience with U.S. Customs compliance
  - CBP 7501, CBP 3461, CBP 214, CBP 7512, etc.
  - FTZ
  - Drawback
  - Reconciliation
  - USHTS
  - Etc.
- Incoterms
- Knowledge of classifying commodities.
- Knowledge of company-specific processes, procedures, and logistics.
- Knowledge of major relevant IT Systems (for logistics and order processing). SAP
- Knowledge of the company's product range.



- Ability to work on own initiative.
- Detail-oriented.
- Ability to think analytically.
- Willingness and inclination to learn about the relevant regulations and to keep this knowledge constantly up to date.
- Organizational skills.
- Experience in implementing cross-functional processes (preferable).

## Benefits

- **Tijuana:** Coaching, mentoring networking possibilities; Bus Transportation ; Wide range of training offers & planning of career development; Different career paths: Project Management, Technical Ladder, Management & Individual Contributor; Health Benefits; On-site social counselling and works doctor; Health promotion programs; Fitness Center; On-site Cafeteria; Life insurance ; Afore; Performance bonus, Savings fund ; Accessibility, access for wheelchairs

## Why Us

### **Driving decarbonization and digitalization. Together.**

Infineon designs, develops, manufactures, and markets a broad range of semiconductors and semiconductor-based solutions, focusing on key markets in the automotive, industrial, and consumer sectors. Its products range from standard components to special components for digital, analog, and mixed-signal applications to customer-specific solutions together with the appropriate software.

### **We are on a journey to create the best Infineon for everyone.**

This means we embrace diversity and inclusion and welcome everyone for who they are. At Infineon, we offer a working environment characterized by trust, openness, respect and tolerance and are committed to give all applicants and employees equal opportunities. We base our recruiting decisions on the applicant´s experience and skills.

We look forward to receiving your resume, even if you do not entirely meet all the requirements of the job posting.

Please let your recruiter know if they need to pay special attention to something in order to enable your participation in the interview process.

[Click here](#) for more information about Diversity & Inclusion at Infineon.

