

Description

HALO is looking for a Project Analyst in our Global Solutions team. This key role will be responsible to help build import and export management of ecommerce programs and drops ships for the growing international HALO business for our client's promotional needs. A key focus will be to work with the Head of Global Sourcing and Supply Chain in designing the functional requirements of the Global Trade Desk, process, and engagement of partners across the globe. In executing this role, you will work directly with internal legal, logistics, supply chain, tax, transfer pricing, finance, program, sales teams, sourcing and compliance teams, and a variety of external HALO partners.

Requirements

- Serve as implementation expert of projects of Global Trade solutions through the entire project life cycle.
- Develop project plans and manage activities to achieve compliance-related business outcomes in partnership with stakeholders.
- Lead, coordinate and integrate the functional/tactical planning activities for assigned supply chains in close collaboration with stakeholders and liaise with international network of promotional distributor partners.
- Manage and provide project status reports and process improvement recommendations to Head of Sourcing & Supply Chain to improve quality, reduce risk, promote efficiency, and encourage compliance.
- Ensure the quality of the project deliverables including functional specifications, global trade compliance requirements,
- Build relationship and serve as primary interface with current partners, understand their capabilities, document their offering
- As an integral member of corporate Global Trade Management team, may perform other duties on a collateral basis, as assigned by Head of Sourcing & Supply Chain.
- Utilize strong project management skills, presenting organized plans that clearly articulate the problem statement, the recommended solution, and milestones along the way. Identify timelines and owners, and drive progress at the appropriate speed while reducing risk to HALO.

Sound like you? To apply you must have:

- Associate degree or higher in Business, Supply Chain, International Trade management or equivalent experience
- Minimum of 1-3 years in global trade compliance
- 1-3 years Project Management skills
- Intermediate MS office skills
- Experience working with cross functional teams; ability to work independently
- Advanced organization skills and ability to shifting priorities
- Demonstrate ability to lead client engagements and effectively manage sales teams
- Ability to think analytically; very detail oriented and organized, and excellent collaboration skills
- Professional communication skills (both written and verbal)
- Positive, outgoing personality with a strong sense of partnership
- Inspires others through their professionalism and work integrity

More about HALO

HALO is the global leader in branded merchandise, uniform programs, and recognition and incentive solutions. We partner with our clients to break through the clutter of our media saturated world and connect their brands to customers, employees and other audiences critical to their success.

With more than 1,800 employees in 42 global offices, we offer the industry's most comprehensive range of capabilities, including creative services, technology solutions and logistics and global sourcing. Our clients include over 100 of the Fortune 500 as well as thousands of mid and small-size organizations seeking to make a big impact with their brands. As a team member you can expect a positive culture of ingenuity, inclusion, and relentless determination.

HALO is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. We insist on an environment of mutual respect where equal employment opportunities are available to all applicants without regard to race, color, religion, sex, pregnancy (including childbirth, lactation and related medical conditions), national origin, age, physical and mental disability, marital status, sexual orientation, gender identity, gender expression, genetic information (including characteristics and testing), military and veteran status, and any other characteristic protected by applicable law. Inclusion is a core value at HALO and we seek to recruit, develop and retain the most talented people.