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**For further information please contact Jude – Employment Co-ordinator**  
**Phone: 03 353 4161**  
**Email: [juder@cecc.org.nz](mailto:juder@cecc.org.nz)**

## **Personal Statement**

I'm **seeking a position in international trade** where I can apply my proven skills, knowledge and practical experience that includes: **transport and logistics, supply chain, customs brokerage, client services and/or any related position.**

## **Experience**

- 16 years as a Customs Officer for the NZ Customs Service
- Over 5 years as a Customs Broker
- 3 years of international business experience liaising in Korea
- Over 4 years managing an international business between Korea and NZ
- Client service, sales and marketing – locally and internationally

## **Skills**

- **Excellent communication and interpersonal skills** – established rapport and business confidence in Korea and with clients and outside agencies in NZ
- **Proven management and leadership skills** – established international business and have undertaken various leadership and coaching roles
- **Advanced computer, information systems and database literacy** – have strong interest in computers and have studied and worked with many systems and programs
- **General business abilities** – accounting, economics, finance, strategic planning and management, budgeting, risk management, marketing, e-business, etc

## **Attributes**

- strong work ethic, integrity, commitment and professionalism
- accuracy and attention to detail with view of the big picture
- proven initiative, adaptability and resourcefulness
- reliable team member and able to work autonomously

## **Education**

**Bachelor of Business Studies** (International Business)  
Massey University, New Zealand

**2001 ~ 2005**

## **Other Achievements**

- Established and managed international export/import/distribution business
- Worked and studied 3 years in South Korea
- Intermediate Korean language ability
- National Taekwondo champion and martial arts instructor
- Royal NZ Navy-trained dive supervisor and leader of regional NZ Customs Operational Dive Team
- Outward Bound graduate
- Group fitness instructor at Les Mills, Christchurch (6 years)

**Employment Experience**

**Customs Broker** **Mar 2006 ~ May 2009**  
*Agility Logistics (formerly LEP International) (NZ) Ltd, Christchurch, New Zealand*

**Job summary:** Facilitate the timely clearance and delivery of imported freight through Customs  
**Tasks:**

- accurate knowledge and use of relevant government legislation, rules and regulations; the Customs Tariff; EDI and other computer systems,
- professional communication with clients, government agencies, other industry personnel and staff
- time and performance based achievement and reporting in line with branch and company KPIs

**Customs clerk** **Nov 2004 ~ Mar 2006**  
*BAX Global (NZ) Ltd, Christchurch, New Zealand (now DB Schenker NZ)*

- As above

**Customer Solutions Representative** **Feb 2000 ~ July 2001**  
*Telecom NZ, Christchurch, New Zealand*

**Job summary:** Organising installations and transfers of Telecom products and services for new and existing domestic customers

**Tasks:**

- sales and marketing of Telecom products and services
- providing excellent service and solutions
- accurate computer and telephone based ordering and communication
- accurate knowledge and use of various computing systems
- performance based achievement and reporting in line with branch and company KPIs

**Self Employed** **1997 ~ 2001**  
*Phoenix Martial Arts Supplies, Seoul, Korea/ Christchurch, New Zealand*

**Job summary:** Importing and supply of martial arts equipment

**Tasks:**

- project management - setting up import/export business and supply chain
- sales, marketing and customer service
- ordering, coordinating and handling shipments from Korea to and around NZ
- organising customs & import clearances
- budgeting, finance, pricing, stock control, forecasting sales
- communication with supplier, transport companies, and clients

**Customs Officer** **Jan 1980 ~ July 1996**  
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**Job summary:** Border protection and related duties for the NZ Customs Service and on behalf of other government agencies such as MAF, Police, etc.

**Tasks:**

- Knowledge of relevant government policy and regulations and enforcing import and export restrictions and prohibitions accordingly
- Profiling, monitoring and checking suspect vessels, aircraft, cargo, mail, travellers and their baggage
- Assessing, collecting and accounting for Customs Duties, taxes and levies
- Collection of accurate data for the Statistics Dept.
- Liaising with governmental and non governmental agencies and dealing professionally with businesses and a broad cross-section of the public
- Setting up and running a southern regional operational dive team
- Knowledge and use of various computing systems

**Interests**

- Family
- Travel
- Health and fitness
- Korean language and culture
- Martial arts development
- Computers, programs and systems
- Art – drawing, painting, sculpture

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