



ETHAN MARTINEZ

Classification Specialist

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PROFESSIONAL SUMMARY

Detail-oriented Classification Specialist with over 5 years of experience in analyzing and categorizing data. Proficient in utilizing classification systems and methodologies to ensure accurate data management. Strong analytical skills combined with a commitment to maintaining data integrity and compliance with regulatory standards. Excellent communication skills to collaborate effectively with cross-functional teams.

WORK EXPERIENCE

Classification Specialist

📅 Jan / 2019–Ongoing

WidgetWorks Inc.

📍 Denver, CO

1. Conducted detailed analysis of import regulations to determine accurate tariff classifications and compliance requirements.
2. Maintained comprehensive documentation of classification decisions to ensure transparency and regulatory adherence.
3. Collaborated with cross-functional teams to optimize classification processes and enhance operational workflows.
4. Developed and presented training on tariff classification best practices to improve team knowledge and efficiency.
5. Monitored changes in import regulations and adjusted classification strategies accordingly to ensure ongoing compliance.
6. Utilized data analysis tools to track and report classification accuracy, identifying areas for improvement.
7. Engaged with regulatory agencies to resolve classification disputes and ensure proper HTS code application.

Classification Specialist

📅 Jan / 2015–Jan / 2019

Crescent Moon Design

📍 Portland, OR

1. Evaluated complex business needs through direct dialogue, providing tailored classification solutions.
2. Assessed and documented compliance risks associated with tariff classifications and proposed mitigation strategies.
3. Supervised a team of classification analysts, assigning projects and ensuring timely completion.
4. Facilitated workshops on regulatory updates to keep team members informed and compliant.
5. Implemented process improvements that reduced classification turnaround time by 20%.
6. Reviewed and approved classification submissions, ensuring adherence to HTS guidelines.

EDUCATION

Bachelor of Arts in Business Administration

📅 Jan / 2012 – Jan / 2015

University of State

📍 Seattle, WA

Focused on international trade and regulatory compliance.

SKILLS

Data Interpretation

Import Regulation Analysis

Hts Code Application

Record Keeping

Stakeholder Communication

INTERESTS

- 🤿 Scuba Diving 🎮 E-sports
📖 Reading Fiction 🧩 Puzzle Solving

STRENGTHS

- 📋 Stewardship 👥 Teamwork
🔑 Tenacity 🏠 Vision

LANGUAGES



ACHIEVEMENTS

- ★ Streamlined classification processes, enhancing efficiency by 30% through improved data management.
- ★ Collaborated with regulatory agencies, resulting in a 40% faster approval rate for classification requests.