Rosa Castellanos

// Customs Brokerage Specialist

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> SUMMARY

Customs brokerage specialist with 4 years clearing air and ocean freight in Miami, now handling 80 entries a week in CargoWise. Applies HTS classification and U.S. Customs regulations, files FDA prior notice and ISF for perishables and apparel importers, and gives bilingual customer service to 25 importer accounts.

> SKILLS

• Customs Brokerage • HTS Classification • U.S. Customs Regulations • CargoWise • FDA Prior Notice
• ISF Filing • Incoterms • Excel • Customer Service

> EXPERIENCE

Customs Brokerage Specialist 02/2024 - Present
Biscayne Trade Services Doral, FL

Customs broker clearing freight at Miami International Airport and PortMiami.

- Process **80** air and ocean entries a week in CargoWise for perishables, apparel and electronics importers.
- File FDA prior notice and USDA documents on 300 flower and produce shipments a month in peak season.
- Apply HTS classification and U.S. Customs regulations to new client products, setting up 120 parts files a year.
- Manage 25 importer accounts, giving customer service in English and Spanish on holds and duty bills.

Customs Entry Writer 05/2022 - 01/2024
Gateway Americas Freight Miami, FL

Freight forwarder focused on Latin American trade lanes.

- Prepared **45** entries and ISF filings a week for ocean shipments from Colombia, Brazil and China.
- Checked Incoterms and invoice values against bookings, catching 30 value errors before filing.
- Reconciled monthly duty statements in Excel for 20 importers with no late payments.
- Tracked CBP exams and holds for perishable cargo and alerted importers within 1 hour of a hold.

> EDUCATION

Bachelor of Business Administration 05/2022
Florida International University Miami, FL
International Business

> CERTIFICATES

Licensed Customs Broker 2025
U.S. Customs and Border Protection