

MICHELLE V. BRYAN

Lot 39 Eltham Vista, Spanish Town, St Catherine

Email: michelle.bryan@jca.gov.jm

Telephone: 876-564-5543

EXPERIENCE

❖ November 2017 – Current

World Customs organization (WCO) Accredited Expert as Technical and Operational Advisor in the area of Post Clearance Audit

❖ July 2018 – Current

Jamaica Customs Agency

Senior Director – Trade Facilitation & Special Projects (Actg.)

- Responsible for strategic operational trade facilitation to ensure ease of doing business with Customs and to oversee implementation of key trade facilitation initiatives
- Responsible for execution of Special Projects within the Agency

❖ January 2018 – June 2018

Senior Director – Kingston Operations & Central Operations (Actg.)

Jamaica Customs Agency

- Responsible for the strategic direction of the Kingston Operations portfolio and the Central Operations portfolio.

❖ September 2017 – January 2018

Director – Valuation Verification

- Responsible for the verification of values to determine acceptability of values declared
- Responsible for research of values to support the value verification process

❖ November 2014 – September 2017

Jamaica Customs Agency

Director – Post Clearance Audit

- Responsible for the timely audit of customs declarations through post clearance controls
- Ensure proper monitoring of sectors that benefits from government incentives
- Responsible for the Authorised Economic Operator programme

❖ April 2014 – October 2014

Jamaica Customs Department

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Director - Public Bonded Warehouses & Car Parks & Project Manager - Customs Modernization

- Responsible for operational functions at the Public Bonded Warehouses and Car Parks to ensure functions are executed in accordance with the Customs Acts, Regulations and approved processes.
- Oversee the project – Customs Modernization- ensuring all related activities are coordinated and implemented within the project timelines.

❖ **January 2013 – April 2014**

Jamaica Customs Department

Director of Queens Warehouses & Project Manager – Customs Modernization

- Coordinating the operational activities of all overtime and seized goods to ensure timely disposal and auctioning of items in accordance with the provisions of the Customs Act.
- Oversee the project – Customs Modernization – ensuring all activities are coordinated and implemented within the project timelines.

❖ **September 2011 – January 2013**

Jamaica Customs Department

Director of Marine Operations – Kingston Marine Port & Project Manager – Customs Modernization

- Coordinating the operational activities of all seaport related activities including import, export, transshipment and vessel clearance activities.
- Oversee the project – Customs Modernization – ensuring all activities are coordinated and implemented within the project timelines.

❖ **May 2008 – September 2011**

Jamaica Customs Department

Director of Airport Operations-Kingston

- Coordinating the operational activities of Jamaica Customs at the Norman Manley International Airport which includes passenger processing; Cargo clearance and Queens Warehouse activities.

❖ **December 2006 – February 2007**

Jamaica Customs Department

Acting Assistant Commissioner – Valuation

- Coordinating the overall operations of the Valuation Division to ensure that targets are achieved and the Division is performing at the optimal level
- Conducting Valuation reviews to determine transaction value

❖ **February 2004 – May 2008**

Jamaica Customs Department

Director of Valuation Audit

- Coordinate and develop work plans for the valuation audit unit to ensure that an effective audit programme is maintained.
- Conducting timely post audits of customs entries, importers and importers financial records to ensure compliance with the rules and regulations and in compliance with

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the WTO Valuation Agreement.

❖ August 2002 – February 2004

Jamaica Customs Department

Senior Valuation Auditor

- Conducting post clearance audits to ensure that all values accepted for duty purposes satisfy the requirements of the Customs Act as it relates to the principles of the WTO Agreement and that the revenue is safeguarded.
- Supervising staff under direct control

❖ September 2001 – August 2002

Jamaica Customs Department

Valuation Officer

- Conduct valuation on imported items to ensure compliance with the WTO system of valuation
- Conduct analysis of imported items in preparation for full implementation of the WTO Agreement.

❖ January 1995 – August 2001

Jamaica Customs Department

Clerical and Accounting Officer

- Performed clerical functions within the NMIA and Expenditure Accounts division

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EDUCATION

2012

University of Boston/DPM Ltd.

— Certificate in Applied Project Management

2011

University of Leicester – U.K.

— Masters of Business Administration

2003

University of the West Indies – Mona

— B.Sc. Management Studies & Accounting – Upper Second Class Honours

1998

Institute of Management & Production

— Diploma in Financial Management

1996 – 1997 University of the West Indies – SCS

— Certificate in Business Studies - Distinction

— Certificate in Supervisory Management - Distinction

COURSES/WORKSHOP ATTENDED

World Customs Organization

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Certified Technical Operational Advisor – Post Clearance Audit – 2017

CARICOM

- Certificate of Participation in regional consultation and training workshop on the Regional Single Administrative Document (SAD) and Customs Valuation

World Customs Organisation (WCO)

- Regional Workshop on Customs Valuation – Barbados
- Train the Trainers Workshop – Antigua – Customs Valuation
- Certificate in Post Clearance Audit – E Learning
- Certificate in Risk Management – E Learning
- Regional Workshop on Transfer pricing and Customs Valuation - Colombia

U.S Customs and Border Protection

- International Air Cargo Interdiction Training

Rovertech International

- Certificate in Observational Techniques and Behavioural Analysis

Organisation of American States (OAS)

- Certificate of Participation in Sub-regional Workshop on Risk Assessment and Management in Maritime Security.

World Bank

- Certificate of Participation Customs Modernization Conversational Series

United Nations Conference on Trade and Development (UNCTAD)

- Certificate of Participation in Developing a Change Management Strategy Workshop

Inter-American Development Bank (IDB)

- Diploma in Customs Management and Leadership
- Certificate in Customs Risk Management

Management Institute for National Development (MIND)

- Certificate in Strategic Planning
- Certificate in Coaching Essentials
- Certificate in Government Accounting – Level 1

Professional Trainers Institute

- Certificate in Credit, Controls & Financial Management

Valuation Intelligence Risk Management Training (VIRMS)

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- Certificate in VIRMS

Tax Administration Services Department (TASD)

- Certificate in Information Technology
- Commonwealth Association of Tax Administrators – Management Development Programme – Compliance Module

Office of the Cabinet

- Certificate in Change Management for Managers

Tourism Product Development Co. (TPDCO)

- Certificate in Social Graces

TRAINING FACILITATED

❖ Trainer for Caribbean Customs Law Enforcement Council(CCLEC) in Customs Valuation

- Conduct training in Valuation for the Guyana Revenue Authority -2009
- Conduct workshop on Valuation for the Antiguan Customs and Private Sector – 2012

❖ Trainer for Jamaica Customs Department

- Conduct training in Valuation for the Line Officers Course
- Conduct training in Valuation for the TARA Programme

❖ World Customs Diagnostic Mission – Post Clearance Audit

- Sudan Customs - 2017
- Guyana Revenue Authority – 2018
- Antigua and Barbuda Customs & Excise Department – March 2019