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# Example of CIB Sales Job Description

Our company is growing rapidly and is hiring for a CIB sales. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for CIB sales

* Assist the FI sales team in preparing sales pitching book, KYC, new client on-boarding operations, weekly reporting, ckc call memo filing/reporting
* Prepare all the implementing related sales administration work to assist sales team to expedite the account opening processing/operations
* Assist FI sales team to conduct required industrial or marketing research
* Support FI sales team to coordinate sales event and client calling schedule from time to time
* Call preparation
* Develop pricing pro forma and assist with proposal preparation, RFP response and presentation of product information
* Initiate and oversee the client on-boarding process for new and incremental product sales
* Assist Banker with reviews of account analysis statements and relationship review creation
* Primarily responsible for CKC entry for prospect tracking and deal reporting
* Create and/or execute marketing materials, updates, RFPs or presentations for clients/prospects or internal use as needed

## Qualifications for CIB sales

* Strong Client Relationship Management skills (with emphasis on cash management sales or product experience)
* Self starter with strong motivation
* Sales and customer services experience dealing with inbound MNC clients will be an advantage
* Prior cash management experience with preference for candidates from a large foreign bank or a large Malaysian bank
* 3 or 4yrs of derivatives or markets experience
* Sales skills will be developed Project Management skills