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# Example of Client Relationship Associate Job Description

Our company is growing rapidly and is looking for a client relationship associate. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for client relationship associate

* Build strong customer relationships and deliver customer-focused solutions to exceed customer expectations and increase the share of customers' wallets
* Increase product utilization and penetration by proactively updating customers on the latest product / market information and their account status
* Accountable for financial performance, asset quality and total client return of the portfolio
* Responsible for establishing the commercial rationale for existing and new transactions
* Responsible for the risk quality of the portfolio & obtaining pricing approvals
* May relieve, act as delegate for Client Relationship Director, as appropriate
* Coach and mentor team members to build a high performing team and actively manage performance
* Own the relationship and interaction for of the firms four businesses
* Partner with Middle Office and Operations in the identification and delivery of productivity and efficiency opportunities by influencing clients to modify their operating environment to adhere to industry / market standards/ technology
* Overall objectives are to address client issues

## Qualifications for client relationship associate

* Strong sense of responsibility & ownership
* Strong client service experience in futures or derivatives
* Good knowledge of both local and overseas market trends and competitor activities, and capacity to understand the threats and opportunities created for the private banking business
* Relevant domestic experience within corporate banking
* Advanced understanding of Risk policies, including Credit Risk, Operational Risk etc
* Strong ability to understand and interpret economic and market factors