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# Example of Fixed Income Sales Job Description

Our innovative and growing company is looking to fill the role of fixed income sales. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for fixed income sales

* Ensure that the regulatory framework in place is effective and properly applied to all relevant trading/sales activity
* Extensive interaction with Clients, Front Office, Compliance, Business Management, Legal, Credit & Reference Data various Operations and Technology teams to resolve issues in timely manner
* Metrics reporting for upper management and control teams within the Middle Office/Operations
* Produce ad-hoc scenario based reporting, as requested by Management and Sales
* Cover major institutional investors for US Latam semi-sovereign and corporate bonds other hard currency Emerging Markets bonds
* Provide thorough sales coverage for EM bond investors
* Work trader axes
* Generate trade ideas, relevant to clients and the firm's traders, throughout the day
* Obtain investor color, book meetings and solicit event attendance upon request
* Provide limited macro coverage of Latin America certain other emerging markets

## Qualifications for fixed income sales

* Communicate with clients to procure necessary information and documents and pass to internal teams
* Coordinate with Sales to prioritize account requests and communicate amongst internal groups
* Act as the Sales escalation point for internal groups
* Sign off on KYC and other regulations of client accounts (as needed)
* Set up and attend client visits with Sales and ISD teams onboarding client visits
* Monitor the progress of all FID FX & Swap account openings and document (ISDA/CSA) negotiations for EMEA Sales teams and keep them and the clients updated on progress