



Example of CIB Sales Job Description

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Our company is hiring for a CIB sales. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for CIB sales

- Facilitate weekly deal review process and other key IS sales governance meetings
- Preparation of materials for the regular schedule of various IS teams
- Compilation of detailed monthly/weekly sales review decks
- Overseeing the Chatham review process
- Managing new deal approval process
- Resolution and maintenance of reference data on client coverage
- Team mail box and daily sales person queries
- Come up with new ideas to improve existing processes and information flow
- Support senior salespeople with presentations, marketing material, meeting preparations, strategy guides
- And proposal/pitch book generation

Qualifications for CIB sales

- Good teamwork and ability to work under pressure
- Fluent in both spoken and written English and Putonghua
- Be prepared for frequent sales trip within China
- Have excellent relationship with the Int'l Business Dept, Settlement and Clearing Centre of Chinese banks
- The ability to work both as part of a team well as individually running clients or projects
- Strong analytical background and communication skills are a must including sound writing ability