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## Fixed Income Portfolio Manager Resume

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### Job Objective

Educated and qualified Fixed Income Portfolio Manager seeks position in a rising company where I can grow and become an asset.

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### Highlights of Qualifications:

- Admirable experience in analyzing client requirement and preparing client solutions
  - Deep knowledge of fixed income sector
  - Huge knowledge of investment and interest grades
  - Ability to interpret all account management process
  - Ability to prepared concise presentations
  - Remarkable communication skills with clients
  - Ability to perform research for process orientation
  - Ability to prepare and implement allocation strategies
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### Professional Experience:

Fixed Income Portfolio Manager  
First Financial Bank, Erie, PA  
October 2008 – Present

- Developed and executed tax and tax exempted investment strategies.
  - Maintained efficient relations with portfolio management teams.
  - Participated in all team meetings and analyzed results.
  - Monitored products and provided assistance to client base.
  - Prepared all reports to be presented to clients.
  - Managed and ensured response to all investment queries.
  - Coordinated with marketing department and designed strategies.
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### Education:

Bachelor's Degree in Economics  
Colby College, Waterville, ME

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