$4.5billion AUM NYC-based investment manager seeks Full-time Fixed income Associate.

 **Job Description**

The associate will support the fixed income investment team. Support includes but is not limited to the following:

1. Credit, sector, and general fixed income market research
2. Analyze existing portfolio investments
3. Perform due diligence and analysis on prospective investments
4. Maintaining fixed income database and updating regular investment reports
5. Updating marketing/performance material
6. Administrative support (e.g. maintenance of fixed income files, credit-call scheduling)

**Qualifications**

1. Team player
2. Self-starters
3. Strong oral and written communication skills
4. Organized
5. Detailed oriented
6. Proficient in Microsoft Excel, Word and PowerPoint (Access a plus)
7. Basic knowledge of financial markets, accounting and bond math
8. A minimum of 2 years of experience in some facet of the financial services business
9. Bachelor’s degree

Working knowledge of Bloomberg and the municipal bond market a plus.

Please email resume to amclaughlin@hamlincm.com by Friday, February 8 with the following subject exactly as follows (without this your resume will not be received): Fixed Income Associate