

Financial Advisor Job Description

Duties and Responsibilities:

- Contact clients to discuss their financial goals and offer them financial services
- Design debt liquidation plans which consist of the time frame and priority of payoff
- Interact with clients to determine their financial objectives, earnings, and expenditure so as to design appropriate financial plan
- Proffer recommendations on cash management, investment choice, and insurance coverage
- Carry out assessments to determine the net worth and financial status of an individual or company
- Conduct market research to obtain information useful in providing effective financial services
- Handle client complaints and assist with the resolution of financial issues
- Conduct review of clients' financial performance to determine the need for plan adjustment
- Provide sales offers for financial products such as stocks, bonds, mutual funds, and insurance policies
- Contact clients' creditors to arrange a payment plan suitable for both parties
- Liaise with other client advisors such as attorneys, accountants, and investment bankers in order to fully understand client's financial objectives
- Recommend or help clients select suitable investments
- Conduct negotiations with product suppliers to reach favorable price bargain
- Evaluate funds required to provide students grants for education
- Organize seminars on financial planning topics such as retirement planning and investment.

Financial Advisor Requirements – Skills, Knowledge, and Abilities

- **Education and Training:** To become a financial advisor, you require a Bachelor's degree in finance, economics, or accounting, or in a related discipline. Having a Master's degree in finance or business administration on the other hand increases prospects for management positions. State licensure is usually required in order to practice as a professional. Financial advisors who specialize in client investment management are required to register with the Securities and Exchange Commission
- **Active Listening:** Advisors aid clients in achieving their financial goals by paying attention to their requirements and needs
- **Reading Comprehension:** They are able to study relevant financial documents to obtain information useful in developing effective financial plans for clients
- **Communication Skill:** They are adept at interacting with clients to proffer recommendations on appropriate financial strategy.