

# DOUGHERTY & COMPANY LLC

## Institutional Sales Associate – Dougherty & Company LLC

Dougherty & Company LLC is a registered broker-dealer in securities with over 40 years of experience specializing in high value added investment and capital raising strategies that help clients achieve their long-term investment objectives. As a full-service investment banking and investment services firm, Dougherty & Company offers a wide array of investment products and services to institutions and individuals nationwide. This position is located at our headquarters in downtown Minneapolis. For more information please visit [www.doughertymarkets.com](http://www.doughertymarkets.com).

### Summary:

The Institutional Sales Associate will market equity products to institutional clients. This position is a good fit for a self-starter, ambitious and driven individual. The Institutional Sales Associate will develop and manage client relationships, independently make calls on stocks and work closely with senior team members.

### Essential Duties and Responsibilities:

- Market equity products to institutional clients
- Develop and manages client relationships
- Summarize research product
- Schedule, coordinate and host department and client meetings
- Fulfill requests from clients, management, research, institutional sales and trading for updated models, research notes, or any other necessary information
- Other duties as assigned

### Job Requirements:

- Bachelor's degree required preferably in Business or Finance
- Series 7 and 63 licenses required or the willingness to obtain upon hire
- Excellent oral, written, interpersonal communication skills and analytical skills required
- Proficiency in Microsoft Office products required – with emphasis on Excel
- Sales and cold-calling experience a big plus
- High level of professionalism and attention to detail
- Ability to prioritize work, meet deadlines, achieve goals, and work under pressure in a dynamic and complex environment
- Regular and reliable attendance required

We offer a comprehensive benefits package for employees and their families including medical and dental plans; 401k plan including company matching; firm funded life and disability insurance.

Qualified candidates should submit their resume to [careers@doughertymarkets.com](mailto:careers@doughertymarkets.com) for consideration.

Equal Opportunity Employer Minorities/Women/Veterans/Disabled

[www.doughertymarkets.com](http://www.doughertymarkets.com)

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