

Corporate Functions & Business Operations

BlackRock

BlackRock was founded by eight entrepreneurs who wanted to start a very different company. One that combined the best of a financial leader and a technology pioneer.

One that focused many diverse views on a singular purpose: to create a better financial future for our clients - companies, governments, and millions of individuals saving for retirement, their children's educations, and a better life.

Being part of BlackRock means being part of a community of smart, ambitious people. People who value diversity of thought, perspective and background, who believe everyone has a voice at the table. So, whatever your background, whatever you're studying, there's a place for you here.

BUSINESS OPERATIONS

Provide support to portfolio management teams and client groups

Business Operations is responsible for all information required for the end to end investment management process, providing operational support to BlackRock's portfolio management teams and global client groups.

FINANCE

Accounting, financial reporting and control of BlackRock's financial resources

Finance's mission is to be a trusted, world-class global finance organization. To achieve this, we must deliver timely, accurate and insightful financial information and analysis, be thought leaders and partner across the firm in the context of a rigorous control and risk management environment.

HUMAN RESOURCES

Uphold and maintain BlackRock's culture

Human Resources serves as a strategic partner to the firm in recruiting, managing and developing talent across the organization. Human Resources provides a broad range of services, programs and products to BlackRock Employees, in addition to managing internal initiatives aimed at upholding the firm's strong reputation and culture.

INTERNAL AUDIT

Support our global businesses to meet strategic, operational and risk management objectives

Internal Audit provides the unique opportunity to learn about the full breadth of BlackRock's businesses and functions. We perform project-based reviews to provide objective opinions, advice, and insight to help improve our operations and best serve the Firm's clients. We operate a global team which engages with all of BlackRock businesses and operations.

careers.blackrock.com

**Positions available in all regions:
Americas, EMEA & APAC**

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LEGAL & COMPLIANCE

Oversee BlackRock's compliance with laws and regulatory requirements

The Legal & Compliance team's mission is to deliver the highest quality services to the firm; to understand and advise regulatory requirements and best practices; and to develop and implement an effective compliance program that is designed to address regulatory, client and firm requirements globally.

GLOBAL MARKETING & CORPORATE COMMUNICATIONS

Connecting with clients. Building brand and reputation

Marketing prides itself on creating, communicating, and delivering BlackRock's brand to institutional and retail clients worldwide. Unified under one Global Marketing platform, our teams specialize in a diverse range of functions to provide robust campaigns, advertising, communications, training, investment and educational material, conferences and events.

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Business Operations is comprised of 7 different functions, spread across 40+ offices globally, totaling 3,000+ employees. The group is responsible for all information required for the end to end investment management process, providing operational support to BlackRock's portfolio management teams and client groups globally. The group also manages the day-to-day relationships with external service providers (i.e. banks, data/index suppliers), ensuring that we leverage our relationships effectively.

Our team is known for

- Provide data services and solutions to support the entire firm
- Providing an enhanced client service experience in partnership with client businesses
- Managing the firm's funds aligning to the Retail, Institutional and ETF client businesses
- Managing relationships with banks and market data/index providers
- Providing scalable and custom reporting to our clients.
- Effectively onboarding new portfolios by working across numerous BlackRock teams (sales, portfolio management, and investment operations)

As an Analyst you will

- Get exposure to multiple business groups and investment products across BlackRock globally
- Work in a challenging environment that will push you to think outside the box in order to solve numerous complex issues
- Analyze trends in queries to improve client deliverables
- Evaluate systems, processes and procedures for inefficiencies and make recommendations for improvement.
- Opportunity to be part of and develop within a truly global and innovative group.

Finance's mission is to be a trusted, world-class global finance organization by delivering timely, accurate and insightful financial information and analysis. The group provides thought leadership across BlackRock's rigorous control and risk management environment to enhance decision making, optimize allocation of firm resources and help achieve the firm's objectives.

Our team is known for

- Being a Trusted Business Partner: providing relevant, timely and value-added analysis and reporting that informs business decision making and drives business performance
- Quality: producing high quality financial reporting and maintaining rigorous risk oversight and controls
- Driving Efficiencies: delivering strategic insight and driving enhanced accountability

As an Analyst, you will

- Have an opportunity to experience different elements of the Finance function and how these all come together to deliver results to our stakeholders
- Be provided with training on the operational activities of the team and tasked with appropriate daily responsibilities to develop an insight into each of the Finance functional teams
- Be tasked with the production of financial reports, commentary and analysis
- Develop an understanding of internal controls and risk management framework
- Be encouraged to actively search for process improvements within the role
- Interact with other members of Finance and BlackRock
- Have the opportunity to engage with leaders of Finance through participation in talent committees and career development programs

Teams at a glance

Controllers

Responsible for corporate accounting, books and records, and financial reporting.

Corporate Development

Identify and execute transactions, lift-outs and strategic partnerships that support BlackRock objectives.

Finance Controls

Drive compliance with corporate-wide financial statement audit and control requirements.

Financial Planning & Analysis

Provide analysis and reporting that informs business decision making and drives performance.

Investor Relations

Manage and communicate firm info with investment community.

Management Information Initiatives

Produce Assets Under Management reports, business economic analysis, and process and technology initiatives to enhance finance operations

Sourcing & Vendor Management

Actively engage and manage vendors to minimize risk and realize full value of investment.

Tax

Focus on tax planning, reporting and regulatory compliance for BlackRock and its products.

Treasury

Focus on cash management and operational liquidity.

Human Resources serves as a strategic partner to the firm in recruiting, managing and developing talent across the organization. Human Resources provides a broad range of services, programs and products to BlackRock Employees, in addition to managing internal initiatives aimed at upholding the firm's strong reputation and culture.

Our team is known for

- Partnership and coaching of senior leaders to develop talent, managers and leaders to increase business results
- Delivering initiatives to uphold the firm's strong reputation, One BlackRock culture and drive employee performance and engagement
- Driving the formulation and execution of the business' Inclusion & Diversity objectives
- Recruiting and hiring new employees; placing the right talent in right roles
- Providing solutions to employee and manager needs
- Providing a broad range of services and programs to BlackRock employees and business leaders across the worker lifecycle

As an Analyst you will

- Participate in a structured rotational program to learn the foundations of HR
- Complete rotations through various HR Operations teams to develop a strong understanding of all operational components of HR, and provide support to teams who deliver critical HR processes for the business
- Learn how to analyze data and develop insights related to our HR agenda
- Develop project management skills through experience working on HR Transformation and other special cross-functional HR Projects as required (example projects include HR Technology Implementations and HR Service Delivery projects)

Teams at a glance

Talent Acquisition

Talent Acquisition works with managers to hire the best and brightest talent into the firm, through lateral and campus channels.

Talent Management and Development

Talent Management is responsible for driving talent development activities for people at the Firm. The team creates training programs and learning tools, whilst also overseeing succession planning, promotions and performance management.

HR Operations

HR Operations run the infrastructure of the Human Resources department, providing operational support to all of the HR function in addition to supporting inquiries from employees and managers.

Total Rewards

Total Rewards manages a wide array of BlackRock compensation, benefits and global mobility programs. They manage a comprehensive range of benefits, perks and resources to help employees with their health, financial and personal needs.

Business Partner

HR Business Partners are strategic advisors to the BlackRock business on talent strategies, working with business leaders to help with critical talent decision and to manage key talent strategies.

Platform & Analytics

The Platform and Analytics team manages the development, maintenance and integrity of all HR systems. The team also provides reporting and dashboard analytics on topics such as headcount, diversity and population demographics.

Internal Audit's primary mission is to provide assurance to the Board of Directors and executive management that BlackRock's businesses are well managed and meeting strategic, operational and risk management objectives. The team engages with senior leaders and all businesses globally to understand and advise on the risks in their business, evaluate the effectiveness of key processes and assist in the design of best practices that can improve their results.

Our team is known for

Building confidence in the firm:

- As an independent evaluator of BlackRock's operations, processes and controls
- As an advisor and partner to BlackRock's businesses
- As a trusted resource for the Board of Directors and senior leadership

Working with businesses across the firm:

- To help ensure their operations are working as intended
- To identify and help the business manage the risks inherent in their operations
- To assure that the controls built into our processes are working properly or effectively

The diversity of our skills, expertise, and backgrounds:

- Our people come from trading, sales, risk management, compliance, technology, finance, operations and other roles

As an Analyst you will

- Engage with BlackRock businesses to identify key processes and risks
- Evaluate process design and operations to analyze the effectiveness and efficiency of these processes
- Stay connected with businesses across the firm to understand changes to their risks and operations
- Participate in advisory projects aimed at optimizing business and technology control activities and processes

Teams at a glance

Business

- With teams in the US, Europe, and Asia, the Business Audit group performs audits covering all BlackRock business units, including investment and asset management, risk management, operations, finance, and legal and compliance.

Technology

- The Technology Audit group, also in the US, Europe and Asia, performs design review and testing related to technology controls across application systems and infrastructure components such as databases, operating systems, data centers and messaging platforms.

The Legal & Compliance (L&C) team's mission is to deliver the highest quality services to the firm; to understand and advise on the impact of regulatory requirements and best practices; and to develop and implement an effective compliance program designed to address compliance with regulatory, client and firm requirements globally.

Our team is known for

- Protecting the firm's reputation: Working closely with each business to interpret and ensure compliance with regulatory requirements
- Providing investment advisory services: Supporting business activities with sound, creative and responsive legal and regulatory advice
- Understanding, challenging and advising on the impact of applicable laws and regulations on our business

As an Analyst you will

- Build relationships with the potential for a longer term career within Compliance
- Be involved in various aspects of the Compliance program, which may include Compliance Advisory, Monitoring and Testing, Surveillance, Regulatory Engagement and Development, Core Compliance and/or Financial Crime
- Experience high profile project work
- Participate in projects aimed at optimizing business and control activities and processes
- Have the opportunity to bring fresh perspective

Teams at a glance

Compliance Advisory

Support the business in strategic initiatives and advice on regulations, regulatory changes and conflicts of interest.

Core Compliance

Ensures various policies are adhered to, creates annual compliance training for all employees and manages employee personal account trading, political contributions and outside business activities.

Regulatory Risk & Review

Risk-based monitoring and testing of the Firm's compliance with relevant regulations, policies and procedures

Financial Crime

Deals with all aspects of financial crime prevention including anti money laundering, anti bribery and corruption, sanctions and fraud prevention.

Regulatory Engagement & Development

Focuses on interaction with BlackRock's various regulators across exams, inquiries and other engagements, and helps monitor regulatory reform from impact assessment to implementation.

The Global Marketing & Corporate Communications teams create, communicate and deliver the BlackRock brand to institutional and retail clients worldwide. We see investor expectations, behaviors, perceptions, and technologies changing - at an accelerating rate. With investor needs top-of-mind at all times, we are helping define what the next generation of investing looks like.

Global Marketing at a glance

Global Marketing develops strategies to grow our brands and company purpose to drive profitable growth for the firm, builds relationships with both existing and new clients, and strives to solve systemic client needs in key areas across the firm.

Our team is known for

- Being thought leaders in the financial marketing space
- Creating and reinforcing iconic, empathetic, and consistent BlackRock brands
- Re-imagining how BlackRock can engage with clients through experiential storytelling and data-driven insights

As an Analyst you will

- Support the delivery of key marketing projects, including business briefing, strategic development, proposed solution and recommendations, presentation of work, through to implementation
- Proactively identify opportunistic and innovative ideas to take advantage of new technologies, pop culture, and current events
- Apply creative thinking to challenging business problems
- Develop key technical skills and knowledge of BlackRock core businesses

Global Marketing Pillars

- Insights & Analytics develops frameworks around and conducts deep dives on marketing data to help marketing and sales better address the needs of our clients
- Strategy builds and activates BlackRock's brands with an eye toward generating growth
- Operations drives efficiency and integration within BlackRock's businesses
- Experiential creates memorable experiences in a world starved of time and attention
- Content aims to communicate BlackRock's truths through great storytelling
- Digital builds frequent, habitual relationships with our whole customer base through all our digital channels

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Corporate Communications at a glance

Corporate Communications is responsible for protecting BlackRock's reputation and for shaping how we speak to our most important stakeholders: including clients, shareholders, regulators, policymakers and employees.

Our team is known for

- Managing BlackRock's media relations, issues and crisis communications, strategic messaging, executive communications, public affairs, and employee communications
- Driving BlackRock's business priorities and growth initiatives by promoting BlackRock's capabilities and expertise
- Enhancing the employee experience by connecting our people to BlackRock's purpose, strategy, principles and brand
- Advising and influencing business leaders and teams across BlackRock, providing strategic and effective communications counsel

As an Analyst you will

- Support the Corporate Communications team on media relations activities and reporting including building and maintaining media lists, monitoring news regarding BlackRock and assisting with spokesperson and media coordination
- Develop and implement corporate communications programs to support various priority initiatives across BlackRock
- Collaborate with business partners and company spokespeople to communicate about our solutions, capabilities and expertise to clients and other stakeholders
- Build strong relationships with members of the press to ensure fair and accurate coverage of BlackRock