

Investments Operations

Positions available in: Americas, Europe, and Asia Pacific

Our business has over 3,000 employees across 40+ offices globally and is comprised of 6 different streams, spanning from Data & Artificial Intelligence to Provider Strategy. We are responsible for processes required for the end-to-end investment management process, providing operational support to BlackRock's portfolio management teams and client groups. We also own the day-to-day relationships with external service providers, such as banks and data/index suppliers, ensuring that we optimize BlackRock's relationships.

Our team is known for:

Operational excellence: Delivering a consistent and effective service model across all elements of the client and trade lifecycles

Relationship Management: Developing and maintaining relationships with clients, internal stakeholders and external partners

Service Delivery: Managing the firm's funds aligning to the Retail, Institutional and ETF client businesses, providing scalable and custom solutions to clients and analyzing trends to improve service and client deliverables

Technology and data focus: Understanding the flow of client, market, and fund information across BlackRock and external data providers and working alongside our systems engineers and UI developers to build the next generation of BlackRock's tools

Our business contains five teams:

Global Provider Strategy (GPS)

A small, global team that manages the relationships & governance of BlackRock's post-trade service providers i.e. custodians, fund administrators and transfer agents. GPS works with multiple teams and senior management across BlackRock to deliver executive strategic engagement with such firms and escalate and manage serious service issues, as well as oversee multiple relationship governance & risk metrics.

Global Accounting and Product Services (GAAPS)

Provides effective oversight of the outsourced providers performance and act as subject matter expert (SME) resource for the fund accounting operation. The team also play a key role in building and reviewing the fund accounting control framework and contributing to product development / launch at BlackRock.

Client Experience (CX) Operations

Includes core client operations teams driving reporting, billing and order processing of our client relationships across the globe. Works in partnership with client businesses and teams across the firms to drive, enhance and deliver an exceptional client service experience.

Global Investment Operations (GIO)

Responsible for all operational elements of the trading lifecycle including Trading & Market documentation, Collateral management and asset servicing. GIO use technology to deliver a single, operating platform that is industry leading.

COO Team

Works to foster synergies across the Technology & Operations organization in order to efficiently run the business, effectively engage employees, and ensure our operations are scalable and compliant.

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What will you do as an analyst?

- Gain exposure to multiple business areas and investment products across the firm
- Be challenged to think innovatively and creatively in order to solve complex business and operational issues
- Collaborate with teams across the firm to deliver BlackRock's expertise and innovative solutions to clients.
- Evaluate systems, processes and procedures for inefficiencies and make recommendations for improvement
- Be part of and develop within a truly global and innovative group

What capabilities are we looking for?

- Analytical approach
- Relationship management
- Proactivity
- Critical thinking
- Problem solving
- Project management
- Technical curiosity