

Corporate Functions & Business Operations

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. And 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.

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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.

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.

Business Operations

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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. The group also has responsibility for managing the day-to-day relationships with external service providers, ensuring that we leverage our counterparty relationships effectively.

Our team is known for

- Managing the firm's mutual fund complexes aligning to the Retail and iShares client businesses
- Providing information services and solutions in support of all BlackRock and BlackRock Solutions businesses.
- Managing relationships with banks and market data/index providers
- Providing scalable and custom reporting to our clients

As an analyst you will

- Learn the ins and outs of a wide array of financial instruments used to manage money, such as SWAPs, Futures, Credits, Asset Backs, Mortgages and many others
- Work in a challenging and demanding environment that will push them 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

Teams at a glance

Aladdin Portfolio Services (APS)

Aladdin Portfolio Services ensures that all information necessary for the investment management process, as well as all trade-related processing, is complete, accurate, timely and effectively controlled.

Global Fund & Accounting Services (GFAS)

Global Fund & Accounting Services manages the accounting and operating control environment for BlackRock's global commingled vehicles (e.g. mutual funds, alternatives) and provides other operational services.

Global Client Services (GCS)

Global Client Services is responsible for delivering consistently superior client service in partnership with client businesses.

Global Provider Strategy (GPS)

Global Provider Strategy is responsible for developing and executing provider strategies for the firm's post trade, index and market data segments.

Office of Business Operations COO

The Chief Operating Office team partners closely with the executive management team to ensure a seamless running of Business Operations.

Positions available in all regions: Americas, EMEA, APAC



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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 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

- Be supported to pursue an accountancy qualification, if applicable
- 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 completion of accounting entries and reconciliations
- Be tasked with the production of financial reports, commentary and analysis
- Assist with answering queries by the Boards, external auditors or regulators
- Develop an understanding of internal controls and risk management framework
- Be encouraged to actively search for process improvements within the role

Teams at a glance

Controllers

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

Financial Planning & Analysis

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

Tax

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

Treasury

Focus on cash management and operational liquidity.

Business Economics

Provide insight on profitability, operating expense drivers and resource use via analytical model.

Corporate Development

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

Investor Relations

Manage and communicate firm info with investment community.

Sourcing & Vendor Management

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

Management Information Systems

Coordinate data, process and technology initiatives to enhance operations and business support.

Finance Controls

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

Positions available in all regions: Americas, EMEA, APAC



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

- Learn about the BlackRock HR function, services and talent proposition, understand how it operates from the bottom up and gain a strong foundational knowledge for Human Resources
- Train on the operational activities of the team and execute appropriate daily responsibilities to develop an insight into each function
- Develop special cross-functional initiatives to improve the HR value proposition

Teams at a glance

Talent Acquisition

Talent Acquisition works with managers to hires 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.

Systems and Analytics

The Systems 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.

Positions available in : Americas



Internal Audit

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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.

Positions available in : Americas, EMEA



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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 our 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 Compliance activities, which may include compliance advisory, monitoring & surveillance, regulatory engagement and development
- 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

Provides advisory support to teams internally at BlackRock.

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.

Risk & Controls

Monitors teams internally through various testing and review processes.

Financial Crime

Deals with all aspects of financial crime prevention including anti money laundering, 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.

Compliance positions available in: Americas, EMEA
Legal positions available in: APAC



Marketing & Corporate Communications

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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.

Our team is known for

- Driving BlackRock's business priorities and growth initiatives by promoting and defending the firm, its products and its people
- We partner with teams across the firm to raise BlackRock's brand profile and ensure quality and consistency of the brand experience across all media.
- Our teams specialize in a diverse range of functions to provide robust campaigns, advertising, communications, training, investment and educational material, conferences and events

As an analyst you will

- Develop and implement global marketing initiatives and programs to support various product lines within BlackRock
- Work closely with Sales teams and Channel Marketing teams to create, communicate and deliver investment solutions to clients
- Help develop marketing campaigns and plans that help drive key business goals
- Create and develop sales enablement tools that help sales further the dialogue and enhance their relationship with clients

Teams at a glance

Channel Marketing

Channel marketing is responsible for messaging, awareness and marketing strategy, leveraging product and channel expertise, to support various BlackRock businesses.

Digital

Digital leads the social, search, web, publishing, mobile and relationship marketing teams.

Brand

Brand drives a wide range of initiatives across Marketing, including the firm's ongoing efforts to build the BlackRock brand.

Corporate Communications

Corporate Communications drives the firm's communication strategy overseeing the firm's media relations, issues management, strategic messaging, executive communications and internal communications programs.

Positions available in all regions: Americas, EMEA, APAC



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