

INVESTMENT  
20/20

THE TALENT SOLUTION FROM  
THE INVESTMENT ASSOCIATION



## **AllianceBernstein – Product Development Trainee EMEA Investment Management Operations Team**

AllianceBernstein is a leading global investment management firm that offers high-quality research and diversified investment services to institutional investors, individuals and private wealth clients in major world markets. Our corporate headquarters are based in Nashville, Tennessee and we currently have over 3,900 employees based in 51 locations across 26 countries including a significant presence in major financial centres like New York, London, Hong Kong and Tokyo.

At AB, we're fully invested in being a firm that clients can trust to deliver better outcomes. To be successful, we foster a diverse, connected, collaborative culture that encourages different ways of thinking and differentiated insights. We embrace innovation to address increasingly complex investing challenges. We realize that it's our people who give us a competitive advantage and drive success in the market, investing in the next generation of investment professionals is our priority. We want to empower you—which is why we offer training, and a culture of mentorship and mobility, so you can cultivate the tools you need to build your career. If you're passionate, driven and ready to develop new ideas, we want to help you challenge your limits.

### **Programme information**

AB joined the Investment20/20 program back in 2019, we launched several roles across our Client & Marketing Group, Multi Asset Investment and Operations teams. This year we plan to add more Investment 2020 roles across our business in our Compliance, Investment Management and Broker Dealer Operations and Client Group teams.

You will join as a trainee as part of the EMEA Investment Management Operations SBU. While we can't guarantee a permanent position at the end of the 12-month contract, it is our intention to make the offer, but this is up to how well you perform. Seventy-five percent of Investment20/20 trainees are offered permanent positions at the end of their contracts.

- Our traineeship will introduce you to investment management and you will gain industry knowledge, experience and develop relationships enabling you to progress your career and provide you with skills to secure a permanent role. As you progress in your role, we will support you in achieving a professional qualification if this is something you are interested in doing. As part of the Investment20/20 program, you will have opportunities to meet and network with over 300 trainees across the industry and participate in socials and insight events.



Our trainee program is a fixed term one-year contract paying £24,000 per annum. You will receive 25 days annual leave. You will also qualify for participation in our noncontributory pension scheme as well as being invited to join other company benefit schemes should you wish to do so. All roles are based in London.

For more information you can view this short video about [AB and Investment20/20 programme](#) and you can [Meet our Trainees](#).

### **Programme Summary**

This is a programme intended to give you a breadth of knowledge and experience within the business to enable you to make informed decisions about where you would like to develop your career.

### **The Team**

This role sits within the Product Development team and the team is responsible for designing, developing and managing the firm's global line-up of investment services and products.

It is made of 3 team members in total and works with all areas of the client group, 2) across the global Product Strategy & Development team and 3) a vast part of the firm including investment teams, legal and compliance, global fund administration, operations, PMG, finance, treasury and risk.

This would be a great entry level role for someone looking for build a career in project management within financial services/investment management.

### **Full training will be given. Responsibilities include, but not exclusively**

The Main function of this role is to maintain the data integrity of Product Development team. You will be trained to:

- Maintain data integrity in the Product Development team.
- Source information from internal and external teams (no prior knowledge required) and processing into report templates (Excel, PowerPoint, Word).
- Assist in development of timelines of internal projects.
- Assist in the development of PowerPoint presentations on fund structures for fund development initiatives
- Support and lead on one off research projects, where necessary.
- Additional responsibilities include: Tracking share class launches, prospectus filings and updating internal systems for distribution to relevant teams.



## Requirements

If you've just finished your A-levels or your BTECs and have an interest in working within financial services and have the following attributes, we are interest in hearing from you:

- Team player, but also able to work effectively alone;
- Inquisitive and comfortable working with data.
- Enjoy interpreting information and problem solving;
- Excellent organisational skills;
- Self-starter with a 'can do' attitude;
- A strong desire to learn;
- A good communicator, both oral and written;
- Good working knowledge of Word, PowerPoint and Excel and a strong desire to develop these skills.

## How to apply

Please make you application via email to the following address:

[investment2020@alliancebernstein.com](mailto:investment2020@alliancebernstein.com)

**When applying please enclose your CV and personal statement as well as your answers to the questions below in 250-300 words each.**

- Why are you applying to us for this traineeship programme?
- What evidence can you give us that you are someone with exceptional levels of personal drive and determination?
- Tell us about the most interesting project or piece of work you have completed as part of your studies at either school or college. What did you have to do and what interested you most about it?

## Key dates:

Applications close: 1<sup>st</sup> July 2022.

Interview Dates: 4<sup>th</sup> July- 16<sup>th</sup> July 2022.

Start date: September 2022.

Unsuccessful candidates will be notified by email.

Successful candidates will be asked for a telephone interview, following a successful telephone interview you will be asked to come in to meet with various people from AB face to face following government COVID-19 guidelines.