



We are  
**HIRING!**



Intermedix is a global leader pioneering innovations in data analytics and cloud-based technology to deliver best-in-class revenue cycle management, practice management and emergency management solutions. *Successful growth of the Intermedix company is due to its mission: to serve those who save lives.* Based on this believe company creates succesful relations with variety of it's clients in more than 25 countries. The shared services center Intermedix Lietuva is located in Kaunas, Lithuania and is one of the largest offices in the organization. The company has experienced rapid growth since its founding in 2014, and has around 700 employees working there today.

**Summary of the positions:** Team of analysts are looking for new members who have strong friendship with numbers and those who see data as playful and creative tool. Our new team member should foresee how data can influence problem identification, decision making and what value it creates. [We are now looking for:](#)

#### OBB JUNIOR CLIENT SERVICES ANALYST

Work hours will be 09:00 to 18:00. | Start Date: ASAP

##### Your responsibilities will be:

- Run and reconcile client reporting packages
- Create accurate and detailed reports per specifications for clients and management
- Pulling (query), collecting and analyzing data from clients and internal data sources
- Documenting the acquired results of analysis and workflows as required
- Communicate trends and opportunities for improvement to management
- Compiling clients Power Point presentations

##### Requirements for this position are:

- Bilingual Lithuanian and English
- Bachelor's degree in Finance, Mathematics, Statistics, or any related field.
- Strong knowledge of Microsoft Excel.
- Exceptional analytical and problem solving skills
- Logical and efficient, with keen attention to detail.
- Able to manage multiple concurrent tasks.
- Experience with database and reporting tools preferred, but not required.
- Crystal reports experience preferred, but not required

## ED JUNIOR CLIENT SERVICES ANALYST

Work hours will be 09:00 to 18:00. | Start Date: ASAP

### Your responsibilities will be:

- Monitoring and giving feedback about different reports on a daily basis to USA client representatives.
- Run and analyze client accounts in order to assure accurate and successful processing.
- Create reports per specifications.
- Capture information from various sources, modify the data to provide additional meaning and standard formatting, and load the updated data into the internal system.
- Consolidate and communicate findings in a clear and concise manner.
- Assist with processing in departments as directed by management.
- Understand, support, enforce and comply with company policies, procedures and Standards of Business Ethics and Conduct.
- Display a positive attitude as well as professional, polite, considerate and courteous conduct and treatment of others in the course of duties.

### Requirements for this position are:

- Bilingual Lithuanian and English.
- Bachelors in mathematics, business statistics, economics or related field preferred, but not required.
- Strong knowledge of Microsoft Excel.
- Exceptional analytical and problem solving skills.
- Logical and efficient, with keen attention to detail.
- Able to manage multiple concurrent tasks.
- Flexible to handle unexpected daily challenges.
- Experience working in a team-oriented, collaborative environment.
- Experience with database and reporting tools preferred, but not required.
- BO, SQL experience preferred, but not required.

### WE OFFER YOU:

Position in international company and youthful team.

Possibilities for professional and personal growth.

Modern and ergonomic work environment.

Professional and friendly team.

Office in the center of the city with game room to refresh your mind.

Community with lots of events, football, volleyball, basketball teams.

**Please send your CV: [career@intermedix.com](mailto:career@intermedix.com)**

If you have any questions please call (8 37) 243 307

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