

## Client Services Analyst – Data Operations

### Description

This is an extraordinary opportunity to join a constantly growing and innovative FinTech company where finance and technology meet, producing some of the most low-latency, high-performance and data-intensive systems in the world. If you are someone who enjoys working in a results-driven and high-performing international culture and thrive in a creative and dynamic environment, this is the role for you.

Nasdaq is looking for an Analyst on our Analyst Services team to drive forward back-office data operations for Solovis clients. Analyst Services evolved out of an increased number of clients who appreciate the output of the Solovis application, but do not have the internal staffing or expertise to handle the relevant inputs. The person in this role will have the ability to interpret and normalize data, track daily activity for multiple clients, and providing reconciliation services.

### Responsibilities

- Interpret, normalize, and reconcile data from third parties and/or Solovis clients
- Input manager estimates, transactions, investments and market values into the Solovis environment from manager statements or data portals
- Monitor daily tasks from our business process management system
- Manage client communication and data support as needed
- Enhance marketable fund transparency through 13-F detail and direct transparency
- Assist with loading additional data sets to support client reporting needs
- Understand client fund structure and operations to make appropriate data decisions and recognize data discrepancies
- Manage client issue resolution

### Qualifications

- Bachelor's degree (Finance, accounting, business, economics preferred, but not required)
- Great communication skills
- Excel skills (vlookup, match, index, sumifs, etc.)
- Basic finance knowledge or desire to learn
- Strong interpersonal skills, self-motivated, strong desire to learn, and adaptable to a fast-paced evolving environment

### Job Benefits

- Opportunity to join a leading international company
- Growth environment, ability to learn from great leaders
- Unlimited access to e-learning platforms (LinkedIn Learning, financial e-trainings, MBTA certifications, mentorship programs and so on)
- Additional benefits such as private medical insurance and sport activities
- Comfortable and modern working environment
- Monthly salary (Gross): from 1600 Eur, other bonuses apply.

### Hiring organization

Nasdaq

At Nasdaq, our purpose is to champion inclusive growth and prosperity. Nasdaq's power stronger economies, create more equitable opportunities, and contribute to a more sustainable world to help the communities, clients, employees, and people of all backgrounds reach their full potential.

### Employment Type

Full-time

### Job Location

Vilnius, Lithuania

### Date posted

June 30, 2022

Apply

- A valid working permit for the EU is mandatory.