

Position:	Royalty Compliance Analyst
Reports To:	Manager, Royalty Compliance
Apply To:	Human Resources: humanresources@prairiesky.com
Location:	Calgary
Posting Date:	February 9, 2018
Closing Date:	February 23, 2018

Company Profile

PrairieSky Royalty holds the largest independently-owned portfolio of fee simple mineral title and other oil and gas royalty interests in Canada.

PrairieSky Royalty encourages third parties to actively develop its properties, while strategically seeking additional petroleum and natural gas assets that provide it with medium-term to long-term value enhancement potential.

The company is located in Calgary, Alberta, and trades on the TSX under “PSK”.

The Position

PrairieSky has an exciting opportunity for a highly motivated Royalty Compliance Analyst, a position that plays an important role increasing assurance of royalty compliance on PrairieSky’s Fee Lands.

This challenging role is multi-faceted and will appeal to an innovative team player with the ability to work under minimal supervision, handle a large volume of data, and implement process improvements. We are looking for a results-oriented candidate with a background in Operational Accounting and Land.

This is a 6-month contract position with potential to become permanent full-time for the right candidate.

Responsibilities

- Identify, monitor, and manage royalty payment issues. Communicate with stakeholders through to resolution.
- Maintain a close working relationship with PrairieSky’s Land Group, our Lessees, and other Stakeholders, corresponding effectively in a prompt and professional manner.
- Utilize information systems containing large volumes of data effectively to analyze issues (operating in Excel, Qbyte, LandRite, Petrinex, Access, Crystal Reports and other internal systems).
- Act as a resource for royalty information and related issues for internal and external stakeholders.
- Identify and implement opportunities for process improvement.

Qualifications

- Minimum 10-15 years’ relevant experience, preferably with an accounting focus in oil and gas operations.
- Post-secondary business education with special consideration given for an accounting designation.
- Working knowledge of royalty (freehold and overriding royalty) and land agreements (mineral leases, farmouts, etc.) would be an asset.
- Excellent analytical skills and the ability to multi-task in a fast-paced environment.
- Capacity to be a dedicated team player with strong communication skills to work jointly with multiple disciplines (Land and Accounting),
- Strong Excel skills (VLOOKUP, pivot tables) and familiarity with systems such as LandRite, Petrinex, Accumap and Qbyte.

Please forward a copy of your cover letter and resume to humanresources@prairiesky.com