



Position:	Land Contract Analyst, Consultant
Reports To:	Land Manager
Apply To:	Human Resources: humanresources@prairiesky.com
Location:	Calgary
Posting Date:	February 13, 2018
Closing Date:	February 27, 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

The PrairieSky Land team is seeking an experienced Contract Analyst to assist the Company with its diverse and complex contract and lease record management requirements. The position will require the candidate be a dedicated team player who is able to provide guidance and mentorship to others.

This is a 6-month contract position with potential for a longer-term opportunity for the right candidate.

Responsibilities

- Complete title review and curative work on contract and lease files and resolve ownership issues.
- Prepare and process land contract documents and amendments.
- Provide support and mentorship to less experienced analysts.

Qualifications

- 10 years’ directly related experience in Mineral Land Administration, ideally in a Contract Analyst role.
- Expertise in contract and royalty interpretation is essential.
- Strong working knowledge of title review and curative work on land agreements.
- Superior analytical skills.
- Demonstrated commitment to deliver quality results with a high attention to detail.
- Solid experience across the Western Canadian Sedimentary Basin (BC, AB, and SK) is considered a valuable asset, particularly with respect to well spacing regulations and production allocation practices.
- Expertise with LandRite, Word, Excel and Accumap would be beneficial.
- Excellent organizational and communication skills.
- Capacity to be both a cooperative team member and a self-starter.
- Petroleum Land Administration Certificate graduate preferred.

If interested in this position, please forward a copy of your resume and cover letter to: humanresources@prairiesky.com.