

Land Compliance Contract Analyst

 Calgary

 Posting Date: September 13, 2023

 Closing Date: September 27, 2023

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 the symbol “PSK”.

PrairieSky is committed to operating in an economically, socially, and environmentally sustainable manner. We are recognized as a leader in ESG across all industries by Sustainalytics Company ESG Risk Ratings, ranked in the top 1% across all industries in Sustainalytics’ Global coverage universe and #1 in the world among global oil and gas producers.

Our core values of honesty, integrity and respect are the foundation of how we conduct business. PrairieSky is committed to providing employees with challenging work and competitive compensation, a safe and inclusive work environment, and opportunities for development and career growth. PrairieSky is an equal opportunity employer that celebrates diversity and recognizes the importance of building a team that embraces a variety of ideas, experiences, and backgrounds.

WHAT PRAIRIESKY OFFERS

- › Competitive compensation and annual allowance.
- › A premier group savings plan with substantial employer matching.
- › Attractive benefits program, including a Health Spending Account and an Employee Assistance Program with enhanced mental health support.
- › Policies focused on supporting work-life balance, including flexible work hours, a generous office closure calendar, and vacation allotment.
- › Eligibility for annual short-term and long-term incentive programs aimed to recognize and reward performance.
- › Education and professional development support.

POSITION

PrairieSky’s Land Compliance Team is seeking a results-oriented experienced Land Compliance Contract Analyst with strong collaborative skills who can produce accurate work in a fast-paced environment. The chosen candidate will be responsible for ensuring compliance of contract terms relating to royalty interests. Candidates should expect to have a high degree of accountability and to think like they are an owner.

RESPONSIBILITIES

- › Accurately analyze land contracts ensuring compliance with royalty terms and permitted deductions under various agreements including: Farmout and Royalty Agreements, Unit Agreements and Production Allocation Agreements.
- › Input, review and update contracts and related lease data in LandRite to ensure accuracy of PrairieSky's royalty interests.
- › Respond to internal and external compliance queries regarding royalty agreements.
- › Complete title review and curative work on contract files as required.
- › Identify value-add compliance opportunities.
- › Collaborate with Land Compliance team as well as other internal personnel.

QUALIFICATIONS

- › Ten years of related mineral land experience in a contract analyst role.
- › Expertise in royalty interpretation and the relationship among leases, contracts, and wells is essential.
- › Superior analytical skills.
- › Knowledge of CAPL documents.
- › Solid experience across the Western Canadian Sedimentary Basin (AB & SK) with respect to land contract agreements, well spacing regulations, and production allocation processes.
- › Required Microsoft Office skills include Word and Excel. Strong working knowledge of Accumap and LandRite would be an asset.
- › Excellent organizational and communication skills.
- › Demonstrate a commitment to deliver quality results with a high attention to detail.
- › Capacity to be both a cooperative team member and a self-starter.
- › Graduate from recognized land program or a comparable combination of education and experience.

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