

Lease Compliance Analyst

 Calgary

 Posting Date: March 28, 2024

 Closing Date: April 15, 2024

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 has an exciting opportunity for a highly motivated Lease Compliance Analyst. This position will play an important role in ensuring compliance of lease and royalty agreement terms within a geographic area.

The successful candidate will have strong collaborative skills with the ability to produce accurate work in a fast-paced environment.

RESPONSIBILITIES

- › Analyze well and land data ensuring compliance with lease terms.
- › Identify and map offset wells, prepare offset notices.
- › Prepare partial lease continuation and compensatory royalty agreements resulting from offset elections.
- › Analyze and prepare default notices and notices to take petroleum royalties in kind.
- › Respond to internal queries about the interpretation of lease royalty terms including allowable deductions.
- › Draft lease compliance notices.
- › Update, validate, and maintain accurate data within the land system.
- › Complete title review and remedy deficiencies on land files as required.

QUALIFICATIONS

- › Minimum of 5 years related mineral land experience.
- › Superior analytical skills.
- › Possess a solid understanding of fee title ownership with the ability to interpret mineral leases.
- › Experience across Western Canadian Sedimentary Basin (AB, SK) including strong understanding of Canadian PNG regulations, well spacing regulations, and production allocation practices.
- › Required Microsoft Office skills include Word and Excel.
- › Working knowledge of Accumap and LandRite would be an asset.
- › Strong communications skills both written and verbal.
- › Demonstrate a commitment to deliver quality results with a high attention to detail.
- › Graduate from a recognized land program preferred 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.