



Harvest Operations Corp. is a diverse energy company, based out of Calgary, offering exposure to conventional upstream oil and natural gas production and SAGD operations. We are focused on identifying opportunities to create and deliver value with an active development program and a technical approach taken to maximize our assets. Harvest is committed to protecting the health and well-being of our people, the public and the environment through every decision and action taken each day.

Harvest has an immediate opening for an experienced **Supply Chain Analyst** to join our existing Procurement/SCM team. Reporting to the Team Lead, Procurement, the position will be based in Calgary. This is a contract position.

**Key Responsibilities:**

- Create requisitions and enter Purchase Orders;
- Enter and update the conversion of data into required format, including pricing, unit of measure, coding, etc.;
- Execute contract price changes in conjunction with stakeholders;
- Perform rate comparison and analysis;
- Troubleshoot discrepancies and invoicing issues;
- Report on non-compliance;
- Analyze data and provide recommendations;
- Provide reports as required.

**Qualifications:**

- 3 or more years of Oil & Gas experience in Supply Chain Management or Administration;
- Experience in managing multiple priorities simultaneously;
- Business focus, acumen, and judgement;
- Advanced computer skills, specifically in Microsoft Excel;
- Knowledge of Infor EAM or other ERP/EAM software, ComplyWorks, and QByte;
- Excellent communication skills;
- Ability to work independently.

Please visit Harvest's website at [www.harvestenergy.ca](http://www.harvestenergy.ca) to learn more about our company.

Please send your resume and cover letter to:

Email: [careers@harvestenergy.ca](mailto:careers@harvestenergy.ca)

**\*Please reference "Job Posting - #10088 – Supply Chain Analyst" in the subject of your email.**

We sincerely thank those who apply, however, only those applicants selected for an interview will be contacted.