

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 a **Senior JV Representative**, reporting to the Chief Financial Officer. This is a **permanent** based out of the Calgary Corporate office.

**Key Responsibilities:**

- Provide guidance and support to JV team to ensure timely and cost-effective delivery of company's objectives
- Identify JV team and corporate priorities and ensure performance expectations are well defined
- Identify deficiencies within current JV work processes and work to improve efficiencies and effectiveness
- Act as focal point for all negotiations and communications with JV partners;
- Provide support to Accounting's Equalization Team, Audit Coordinator, JV Accounting and Production Accounting to ensure timely and accurate resolution of accounting and audit queries
- Ensure proper work processes are in place to meet internal signing authorities and audit requirements
- Work closely with asset team, field, legal, land, accounting & marketing to steward the business for Harvest and its partners within the terms of the governing agreements.
- Work closely with capital and operations management to ensure optimum cash flow from Joint Ventures, contribute to strategic evaluations and recommend enhancements, maintenance or disposition of assets.
- Proactively seek and act on opportunities to market excess capacity in Harvest operated facilities, to keep plants and facilities full and production on stream, and other opportunities related to business strategies and planning;
- Set up Operating Committee Meetings and/or represents Harvest on Operating Committees and act as company spokesperson with regard to negotiating units, CO&Os and all other agreements related to joint venture.
- Establishes and/or helps monitors capital, production and operating budgets for operated properties by monitoring proper AFE expenditures, Mail Ballots, and/or all other matters for the Joint Account.
- Able to calculate fees using JP-05 and/or capex/opex/throughput over time and, run basic economics to assess viability of business opportunities (specific economics done by engineers);
- Clear understanding of the Joint Venture Audit process and PASC Audit Protocol;
- Able to research and compile pertinent documents and data required for dispute negotiations and potential litigation.
- Understands and acts within the confines of corporate confidentiality.
- Participate in A&D process – as required, to offer advice on facilities being marketed; partners involved and area strategy;
- Comply with Harvest's Code of Ethics and General Business and Safety Principles.



**Qualifications:**

- A professional with an engineering, business, accounting or land background with 10+ years JV experience in the oil and gas industry
- Business Administration or Business Management degree or equivalent
- Experience in leading complex commercial negotiations and implementing deals
- Excellent organizational, planning and analytical skills
- Ability to communicate effectively with all levels of the company
- Strong computer skills and experience with Excel, Word and PowerPoint
- Knowledge of CS Explorer, Qbyte, GeoScout, AFE Navigator, Petroleum Registry, EnergyLink for Joint Interest Billings
- Commercial mindset and the ability to maximize business opportunities

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 - 10330 – JV Contracts Analyst" in subject of your email.**

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