Standard Land is a full-service, full-cycle land services company working across multiple industries and jurisdictions to facilitate land acquisition, administration, consultation and related services for our clients. Our team of professionals work with confidence and consistency to ensure the needs of land owners and our clients are being met beyond the life of a single transaction. Our employees are people like you who are known for their ingenuity, honesty, and dedication.

At Standard Land, we are committed to Four Cornerstone principles that drive the way we do business:

Service **Dependability** **Efficiency** **Flexibility**

We value the organization we have built, our clients, and our service commitment. Above all, we value our employees. It is truly our people who make the difference. We offer competitive salary and benefits, a professional environment, interesting work and challenging opportunities for growth and development.

We are seeking a highly skilled, business-minded, and client-focused land professional to support our Four Cornerstones Commitment in our Calgary office:

Coordinator, Land Projects

Reporting to the Manager, Land Acquisition, the Coordinator, Land Projects is responsible for the effective and efficient completion of all assigned land acquisition projects, ensuring deliverables are achieved while maintaining high level client and employee relations. This position will provide mentorship, guidance, direction, and support to Land Agents and work closely with the Surface Land Administration team in a fast-paced, dynamic environment. In addition, the Coordinator, Land Projects will be directly involved in acquisitions for projects of high complexity, will ensure internal and external reporting is completed as required, will foster existing business relationships, and continue to grow the business portfolio within the existing base by ensuring all commitments and obligations are met.

Qualifications include:

- Minimum of 5 years experience in land acquisition and/or project coordination
- Permanent Land Agent License
- Previous supervisory experience
- Project coordination experience in oil and gas, energy or other land related areas
- Strong working knowledge of regulatory issues in Alberta
- Demonstrated success in negotiation and conflict resolution
- Strong reporting and communication skills
- Excellent organizational skills with a focus on accuracy
- Self-directed with sensitivity to timelines and issue resolution
- Ability to maintain confidentiality
- Eligible to become a Commissioner for Oaths in AB/SK
- Valid driver's license as occasional field travel may be required
- Proficiency in Microsoft Office 2007 including Excel, Word, and Outlook

Assets include:

- Knowledge of regulatory issues in Saskatchewan
- Graduation from an accredited Land program or a relevant University degree
- Project Management Professional (PMP) certification or equivalent
- Previous experience in a billable time environment

Submit your resume in confidence to humanresources@standardland.com.
We thank you in advance for your submission, however only those candidates under consideration will be contacted. To learn more about Standard Land, visit our website at www.standardland.com.