



Northern Blizzard is a private oil and gas exploration and development company focused on heavy oil. The company is headquartered in Calgary, Alberta, has field offices in the Lloydminster area and current production of approximately 18,000 barrels of oil equivalent per day, primarily in Saskatchewan.

Northern Blizzard is presently seeking an experienced Land Contracts Analyst. Reporting directly to the Vice President, Land Contracts, this individual will work in a fast paced, detail oriented environment and be responsible for the following:

- Review, analysis and summary of all Land Contracts, including drafting and preparation of various Agreements,
- Preparation and processing of Notices of Assignments,
- Working knowledge of Saskatchewan Oil and Gas Regulations and experience with Sublease historical review and Saskatchewan Freehold Leases
- Development and maintenance of all data input in the Land System (Landrite),
- Handling of all queries pertaining to working interests, royalty interests, etc. and preparation of land related reports,
- Preparation, validation and circulation of Operated and Non-Operated Independent Operation Notices and ensuring contractual obligations are met,
- Verification of Mineral Rights, Working Interest and Royalty Interest for Business Units and the Accounting Department, in preparation for new wells, recompletions, etc. Ensuring accuracy of data for preparation of AFE's and timely notifications of new data to various departments,
- Providing mentorship to junior Land Department team members.

In addition to a minimum of 5 years related work experience and a Diploma in Land Contract Administration, the ideal candidate will have:

- An active membership in good standing with CAPLA
- A strong working knowledge of Land Software programs (Landrite, Accumap) and MS Office,
- Demonstrated organizational skills with the ability to prioritize and manage a diverse work load,
- Proven analytical abilities
- Excellent communication skills.

Northern Blizzard offers a competitive compensation package and a unique opportunity to participate in the growth of a dynamic oil and gas company.

To apply for this position, please forward your resume to [hr@northernblizzard.com](mailto:hr@northernblizzard.com). All correspondence will be held confidential. We thank all applicants for their interest in Northern Blizzard. Only applicants that meet our requirements will be contacted.