

<b>POSITION TITLE:</b>	Deepwater Planning Analyst
<b>REPORTS TO:</b>	DW Asset Advisor

### POSITION SUMMARY

In this position the Deepwater Planning Analyst will assist with all facets of the near and long-term Deepwater Forecasting process, will assist in preparing Deepwater materials and analysis for the Management team and will help maintain the Deepwater capital, LOE and production databases. This position will also ensure project costs are managed, tracked and forecast across multiple and ongoing development programs.

This position is located in our Houston, TX office and works a 9/80 schedule.

### PRIMARY RESPONSIBILITIES

- Assist Deepwater Asset Advisor, Deepwater Asset Manager and Management team with weekly and monthly project updates and forecasts.
- Maintain Deepwater tracking sheets and aggregate project level projections.
- Work with Deepwater Operations group to reconcile costs and production on ongoing and completed projects.
- Assist with lookbacks on monthly, quarterly and annual basis.
- Actively work with the Deepwater drilling and completions and Facilities teams and accounting, treasury, procurement and land to track and forecast Deepwater Capital and LOE spend and related payments.
- Assist with Deepwater budget and annual planning process.
- Assist with preparing presentations and analysis for Management Team
- Interface with Accounting Department to provide applicable project cost tracking data.
- Act as an additional resource for Accounting, Asset Management, Finance, and Production groups to standardize Deepwater data used for internal reporting.

### MINIMUM REQUIREMENTS

- College degree strongly preferred
- Oil and Gas industry, and especially E&P, experience strongly preferred
- General understanding of production, accounting, drilling, completions, and plug and abandonment terminology.
- Ability to work as a team player and work cooperatively with other teams.
- Basic computer skills in Microsoft office tools including Outlook, Excel, Word, and Power Point required.
- Experience with OGSYS and COUPA strongly preferred
- Strong communication skills which include verbal, written and nonverbal communication.