

OKLAHOMA CORPORATION COMMISSION

HUMAN RESOURCES DEPARTMENT

UNCLASSIFIED POSITION VACANCY ANNOUNCEMENT

To **apply**, submit a resume, cover letter with contact information, and a copy of your most recent evaluation if applicable to the **OKLAHOMA CORPORATION COMMISSION**, P.O. Box 52000, Oklahoma City, OK 73152-2000, or email to HR3@occcemail.com or fax to 405.522.3658 prior to the closing date and time specified below. If you need assistance, please call 405.522.0260.

ANNOUNCEMENT NUMBER: **2019-80/LM** OCC PIN NUMBER: **18500198 & 237** NO. OF VACANCIES: **2**

JOB TITLE: **REGULATORY MANAGER** CODE: **7208** SALARY: **\$52,000 - \$60,000**

POSTING DATE & TIME: **March 13, 2019 8:00 a.m.**

CLOSING DATE & TIME: **April 5, 2019 4:30 p.m.**

FLSA LISTING: **X** EXEMPT **___** NON-EXEMPT EEOC: **Professional**

IMMEDIATE SUPERVISOR: **Charles Lord, Regulatory Programs Manager**

LOCATION OF WORK: **Oil & Gas Conservation Division, Seismicity Department**
Jim Thorpe Building, Oklahoma City

MINIMUM QUALIFICATIONS:

Requirements at this level consist of a minimum of a bachelor's degree from an accredited university specializing in Geology, Geography, Environmental Science, Computer Science, Mathematical or related fields. One additional year experience in the field highly desirable.

TYPICAL FUNCTIONS:

- Analysis of injection trends and profiles of AOI wells per disposal zone using Geographic Information Systems (GIS)
- Maintenance and support of programs designed for the purpose of monitoring operator-supplied disclosures of hydraulic fracturing operations and associated seismicity (spatio-temporal correlation)
- Geoscience Data Support – well log analysis and software programming for the purpose of geological evaluations including; cross-section interpretation, reservoir characteristic assessments, and formation top profile modeling
- Geologic well reviews: determination of well zones of injection/completion – compare against operator supplied reports to determine zone compliance; request data and logs from operators
- Implementation of Quality Assurance practices to bring gradual, ongoing improvement to departmentally-owned products, services, and processes through constant review, measurement, and action (continuous improvement plan)
- Evening or weekend work may be required based on seismic activity

SPECIAL REQUIREMENTS:

Knowledge of current geology principles and practices as related to oil and gas exploration and production; effective supervisory techniques; statutes and Commission rules and regulations regarding the oil and gas industry; technical report writing; and record keeping.

Desirable skills include Microsoft Excel proficiency, SQL query ability, Python Scripting and experience with Quality assurance or process documentation training.

APPLICANT SOURCE: ALL SOURCES

AN EQUAL OPPORTUNITY EMPLOYER