



Position:	Date Posted:	Closing Date:	Department:
Supervisor of Operations Accounting			Finance/Accounting
Reporting to:	Education:	Experience	
Controller	Full-Time, Permanent	Undergraduate degree in accounting, business or similar	Minimum of 5-10 years of direct accounting experience (see Qualifications)

About Jupiter Resources:

Jupiter Resources Inc. is a Calgary-based independent exploration and production company with an operations office in Grande Cache, Alberta. Jupiter is focused on the acquisition, development and production of unconventional liquids-rich natural gas properties in the core of the Alberta Deep Basin where we are actively developing the Cretaceous intervals, principally targeting the Wilrich, Falher C, Dunvegan and Cardium formations.

Jupiter Resources is Canada's 5th largest gas-weighted producer with total production of approximately 450 MMcfe/d (75,000 boe/d) from more than 300,000 net acres of land in the Kakwa, Resthaven, Red Rock and Wolf Creek fields. We have an active development program with two drilling rigs currently active in the third quarter of 2018.

Jupiter Resources was founded in 2014 and partnered with Apollo Global Management, one of the world's largest private equity investors, to acquire its properties from Encana. Jupiter has over 90 individuals dedicated to growing production and enhancing returns by optimizing drilling, completions and development practices to become one of the premier energy companies in Canada.

Position Overview:

Jupiter Resources is seeking a Supervisor of Operations Accounting work within our Accounting department, leading a team of two accountants. The successful candidate will require both the ability to work independently and within a team environment to help analyze and ensure accurate, timely reporting of financial results both internal and external to the organization. Attention to detail with a hands on approach is critical in this role as well as a strong understanding of industry practices and procedures.

Key Accountabilities:

- Coordinate month end close and accrual processes including: revenue and production, royalties, capital, operating costs, gathering & processing costs, etc.
- Supervise a team of two including: Operations Accountant and Joint Venture accountant, ensuring all entries are accurate and complete and that all month end processes are finalized under established deadlines.
- Complete royalty analysis and accruals including Gas Cost Allowance ("GCA") estimates and coordinate with royalty consultants to ensure accurate and timely filing of GCA submissions as required.
- Work with various stakeholders to coordinate and complete incoming and outgoing JV audits per industry guidelines.
- Works with the team's multi-disciplined groups including: production accounting, marketing, finance, subsurface, and facilities.
- Prepare and review operations analysis as required including analysis to budgets, forecasts and prior periods for use in the monthly management report.
- Review and/or prepare, as required, monthly operations accounting journal entries including material transfers, general cost center allocations, EUB fees, prepaid amortization, etc.
- Assist in the yearly budget process for operating costs and royalties.

- Review, code and process property tax entries and coordinate information requests from property tax consultants and municipal districts.
- Administer AFE process including: compliance, preparation, supplemental AFE's, AFE close, etc.
- Review and approve G/L account reconciliations of various accounts on a monthly basis.
- Ability to analyze and approve incoming partner 13th month adjustments in an accurate and timely manner.
- Participate in the master file maintenance of Qbyte and Essbase.
- Monitor and update corporate cost center allocations.
- Monitor and update payout statements as required and advise accounting and land departments once reached.
- Liaise with land department for any mineral land changes related to division of interest, acquisitions, dispositions, amalgamations, etc.

Qualifications:

- *Post secondary degree is required in Accounting or related discipline with 5-10 years of experience.*
- *Previous experience in Operations Accounting specifically in the oil and gas industry is a must.*
- *Working knowledge of PASC, CAPL & PJVA standard operations Agreements.*
- *Advanced excel skills required.*
- *Experience with Qbyte, Essbase, EnergyLink, AFE Navigator, CS Explorer, LandRite, RMS and Powervision is an asset.*
- *Solid accounting knowledge with strong analytical skills and attention to detail.*
- *Excellent written and oral communication skills, capable of professional interaction with all levels of people throughout various departments.*
- *Self-motivated, results driven, prefers to work in a fast-paced dynamic environment with adherence to deadlines.*

Application Process:

Interested candidates may submit their resume and cover letter in confidence to Jupiter Resources Inc. via email at hr@jupiterresources.com on or before October 15, 2018.