



CAPPA is currently seeking a Content Writer for portions of our Financial Accounting (as it relates to Production Accounting) materials in our Certificate Program for Petroleum Production Accounting

Qualifications:

- CAPPA Member in good standing
- Production Accounting or similar Industry Experience of 10 years or greater
- Minimum 5 years of current experience specifically working in the area of Financial Accounting

Experience:

Experience should include a full advanced comprehension of all of the following:

- Explains the justification for identifying suitable criteria for a cost/profit centre related to lease operations
- Demonstrates the methods and principles of revenue accounting
- Identifies the difference between, oil, gas, natural gas liquid, condensate and sulphur revenue accounting
- Explains the process and objective of 13th month adjustments
- Identifies and calculates accruals within an oil and gas company
- Analyzes royalty land agreements and calculates royalties due
- Explains the economic factors relative to investments, revenue and expenses
- Explains the implications of a pipeline split letter
- Describes joint-interest billing protocols
- Distinguishes among the various protocols for calculating Crown oil, gas, and by-product royalties in Western Canada
- Recognizes key production and/or allocation volumes used in Crown royalty calculations
- Differentiates the various calculation methods of Gas Cost Allowance (GCA) in Alberta, Saskatchewan and British Columbia
- Describes the reporting requirements for new well royalty relief and differentiate by province

- Analyzes and contrasts Freehold, Overriding, Net Profit Interest and First Nation royalty agreements
- Calculates Crown, Freehold, Overriding, Compensatory, Net Profit Interest and First Nation royalty obligations
- Recognizes the difference in royalty calculations for a Unit and apply this concept to the various obligations
- Understands and explains all required oil taxes, tariffs, and levies
- Explains C-SOX agreements and principles
- Identifies and explains eligible/ineligible capital and operating costs relative to Oil Sands project payout status
- Identifies and explains revenue minus cost principles relative to Oil Sands project payout status

Nice to Have:

Past writing experience or experience teaching adult learners.

Work to be undertaken:

Content and related exam questions to be drafted. The successful candidate will receive a briefing on our Curriculum redesign to date and instruction on the content requirement. We will also review with you our time quote process and our competitive hourly rate paid.

Expectations:

Work shall be completed within the agreed timelines. Requests for extension may be submitted and may be approved.

Interested Candidates:

Interested Candidates are invited to send a cover letter outlining their specific experience as it relates to the Qualifications and Experience noted above along with a copy of their Resume and 2 References. References will not be contacted until the application has been successful through the interview process. Only candidates who have followed the application process and who are suitably experienced will be contacted. Please send your email to jobs@cappa.org

VERY IMPORTANT – PLEASE READ <http://cappa.org/cappa-subject-matter-experts/> before applying.