

Industrial Benefits Analyst

(Temporary Replacement)

The Canada-Newfoundland and Labrador Offshore Petroleum Board (C-NLOPB) is the independent regulator of petroleum-related activities in the Canada-Newfoundland and Labrador Offshore Area, on behalf of the federal and provincial governments. Created in 1986 through the Atlantic Accord and its implementing legislation, the C-NLOPB provides regulatory oversight of operator activities in the areas of health and safety, environmental protection, resource management and Canada-Newfoundland and Labrador benefits. On April 5, 2022 governments announced their intention to modernize the organization's mandate to include the regulation of activities related to offshore renewable energy development.

The C-NLOPB invites applications for the temporary replacement position of **Industrial Benefits Analyst**. Reporting to the Industrial Benefits Manager, this position will be responsible for:

- Conducting assessments of Benefits Plans and Diversity Plans submitted by operators pursuant to the Atlantic Accord legislation
- Monitoring employment and procurement activity of projects including the review of procurement forecasts, expressions of interest (EOIs), bid lists, and award notifications
- Leading departmental oversight of diversity provisions of the legislation
- Calculating operator research and development and education and training (R&D/E&T) expenditure requirements, and reconciling spending against obligations
- Reviewing R&D/E&T proposals from operators
- Preparing statistics, analysis, and reporting on R&D/E&T projects and expenditures
- Analyzing operators' Benefits and Diversity Reports
- Assisting the investigation of employment and procurement complaints
- Leading the Department's records management obligations
- Preparing various documents including reports, presentations, and manuals related to the Department's functions

Qualified candidates possess a bachelor's degree, preferably in business, and have at least one year of related work experience. Desired additional qualifications include:

- Knowledge of industrial benefits provisions in the Atlantic Accord legislation, local content concepts, and general knowledge of employment and procurement practices
- Understanding of the local supply chain
- Knowledge of the local R&D market, as well as Canada Revenue Agency's Scientific Research and Experimental Development tax credit program, and other research and development concepts
- An understanding of diversity and inclusion programs and practices
- Strong analytical, research, organizational, and information management skills
- Excellent oral and written communication skills, including the ability to communicate in a tactful manner
- Proficiency in Microsoft Office suite
- Experience working in the local oil and gas industry

Interested persons may submit an application by December 16, 2022 to:

Human Resources Manager
Canada-Newfoundland and Labrador Offshore Petroleum Board
240 Waterford Bridge Road
The Tower Corporate Campus – West Campus Hall
Suite 7100
St. John's, NL A1E 1E2

E-mail: careers@cnlopb.ca

Any personal information you submit to the C-NLOPB in support of an application for employment is protected under privacy legislation. Our complete Privacy Statement and further details about the C-NLOPB can be accessed on our website at <http://www.cnlopb.ca>.

The C-NLOPB is an equal opportunity employer and values a diverse workforce.