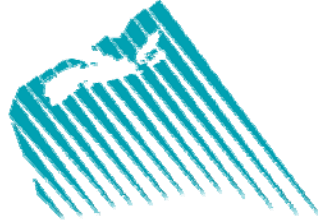


# CNSOPB



# CANADA-NOVA SCOTIA OFFSHORE PETROLEUM BOARD

The Canada-Nova Scotia Offshore Petroleum Board (CNSOPB) is the independent joint agency of the Governments of Canada and Nova Scotia responsible for the regulation of petroleum operations and safe work practices offshore Nova Scotia.

Applications are invited for the following two-year contract position to be located in Halifax, Nova Scotia:

## **RESOURCES & RIGHTS ANALYST**

### **The key responsibilities include:**

- Administer the petroleum rights system (issuance of licences, allowable expenditures, rentals)
- Establish and maintain rights information databases using MS Access
- Develop and provide advice for rights issuance and management guidance and policies
- Prepare various CNSOPB documents, maps, and assist with report preparation
- Provide geoscience technical support to the Resources & Rights Group

This position will be of interest to those that have a relevant university or community college degree/diploma; experience in the administration/application of legislation, policy and programs; experience in writing briefing materials for senior management; and experience in the policy development cycle. Experience with ArcGIS, oil and gas exploration concepts and project economic analysis is considered an asset.

### **Applications will be treated with the strictest confidence and should be submitted to:**

Sara Colfer  
Human Resources Administrative Support  
Canada-Nova Scotia Offshore Petroleum Board  
6th Floor, TD Centre  
1791 Barrington Street  
Halifax, Nova Scotia, B3J 3K9

Telephone: (902) 422-5588  
Facsimile: (902) 422-1799  
Email: [hr@cnsopb.ns.ca](mailto:hr@cnsopb.ns.ca)  
URL: [www.cnsopb.ns.ca](http://www.cnsopb.ns.ca)

**Closing date is August 14, 2009.** Salary is commensurate with qualifications. Only those applicants selected for an interview will be contacted.