



RAILROAD COMMISSION, OF (TX)
invites applications for the position of:

Oil and Gas Technical Specialist

SALARY: \$4,000.00 - \$4,500.00 Monthly

OPENING DATE: 11/27/17

CLOSING DATE: Continuous

JOB DESCRIPTION:

The Railroad Commission of Texas, recognized as a worldwide leader in the regulation of oil and gas exploration and production, seeks an Oil and Gas Technical Staff member to complete the review and assessment of oilfield operations in the Houston District Office, Field Operations Section of the Oil and Gas Division. Major responsibilities involve advanced-level technical and administrative evaluations and reporting of the drilling, production, and transportation of oil and gas operations. In addition, some tasks involve conducting surveys, making inspections, investigating complaints and collecting and analyzing engineering and geological data. This position offers the opportunity to learn up-to-date oil and gas operations and procedures, regulatory requirements, drilling techniques and equipment. This role will also enhance skills needed to solve complex well drilling and plugging problems, conduct bradenhead pressure investigations, and participate in the analysis of water well issues related to oil and gas operations. Work is performed under the general supervision of the Assistant and District Director.

ESSENTIAL JOB DUTIES:

- Review and assign daily industry activity notifications to Field Inspectors for areas within your overview.
- Evaluate Field Inspector reports for compliance with Commission rules.
- Generate Operator Notice of Violation letters for review and distribution by District Management.
- Initiate follow-up inspection for leases / facilities in violation of Commission rules.
- Responsible for initiating enforcement actions such as pipeline severances and well seal-ins for operators in violation of Commission rules.
- Prepare operator violation findings for submission to Austin Office for penalty action hearings.
- Potentially participate as a resource witness for the Division during Oil and Gas Enforcement Hearings at the Austin Office.
- Participate in meetings with Industry Technical Staff members discussing compliance issues.
- Compose and submit field inspection reports in Oracle and/or Microsoft Office software including Word, Excel and Outlook.
- Organize and maintain timely submission of reports and paperwork of oil and gas field operations for areas within your overview.
- Communicate, via phone, e-mail, or in-person with industry staff and the general public.
- Walk up to two miles in all types of weather when making inspections in the field.
- Carry a self-contained breathing apparatus (SCBA) for up to 30 minutes in H2S sour gas environments.
- Review and approve alternative casing procedures
- Review and construct well plugging procedures.
- Review permit request associated with land spreading of water base muds.
- Investigate bradenhead pressure issues reported on oil and gas wells.
- Investigate water quality complaints associated with water wells located in Oil and Gas production areas.
- Evaluates fluid level tests on wells to ensure protection of the State's usable quality water.
- Evaluates engineering and geological data.

- Communicates technical information to industry employees and the public.
- Performs related essential tasks, as assigned to maintain workflow.
- Emergency on-call duty as assigned.
- This job requires travel.

State Classification: 2128

State Classification Title: ENGINEERING SPECIALIST II

Salary Group: B18

Military Occupational Specialty Codes (MOSC):

Army – 12H; 72D; 12

Navy - EA; 653X; 753X; Construction; Restricted Line (Engineering Duty)

Coast Guard – 50; 55; ENG13; Engineering

Marines – 8831; 13

Air Force – 3E5X1; 32EX; 3E; 32

Additional Military Crosswalk information can be accessed

at http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_EngineeringandDesign.pdf

MINIMUM QUALIFICATIONS:

- B.S. in Engineering, geology, or other scientific degree from an accredited four-year college or university.
- Twelve (12) months experience related to field of study or job assignment.
- Experience and education may be substituted on a year for year basis.

Preferred Qualifications

- Industry experience in oilfield operations is preferred.
- Experience in oil and gas regulatory functions and knowledge of the Railroad Commission's rules, policies, and procedures.

Knowledge, Skills, and Abilities

- Knowledge of higher-level/college level mathematics principles.
- Knowledge of generally accepted engineering and geological techniques, principles, theories, and practices.
- Skill in the application of engineering and geological concepts.
- Skill in conducting surveys, making inspections, and investigating complaints in a professional and tactful manner.
- Skill in the knowledge, handling and use of oilfield tools with an ability to supervise.
- Skill in effective verbal and written communication.
- Skill in organization and maintenance of paperwork related to assignments.
- Skill in attention to detail and accuracy of work.
- Ability to understand, apply, and interpret engineering and geological concepts, techniques, and theories.
- Ability to utilize Microsoft Office computer systems.
- Ability to write reports.
- Ability to exercise tact and diplomacy in working with colleagues, industry, and the general public.
- Ability to change a tire on a car or truck.
- Ability to walk up to two miles in varying weather conditions as required to perform inspection work.
- Ability to discern colors.
- Ability to lift and/or carry oilfield or safety equipment, up to 30 pounds.
- Ability to climb ladders to heights of 16 feet.
- Ability to work independently as required and as a member of a team.
- Possess a valid Texas Driver's License and a good driving record.

REMARKS:

There is one (1) vacancy for this position.

THE RAILROAD COMMISSION OF TEXAS ONLY ACCEPTS ONLINE APPLICATIONS FOR THIS POSTING.

Applications, for this posting, should be submitted on-line by clicking on the 'Apply' link above. Due to the high volume of applications we do not accept telephone calls. Only candidates selected for interview will be contacted.

Notifications to applicants are sent electronically to the email address you provide.

The Railroad Commission of Texas is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or in the provision of services.
The Railroad Commission of Texas is a smoke-free workplace.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.rrc.texas.gov/>

Position #2017-00793
OIL AND GAS TECHNICAL SPECIALIST
JB

1701 N. Congress Ave
Austin, TX 78701
512-463-6986

robby.craig@rrc.texas.gov

Oil and Gas Technical Specialist Supplemental Questionnaire

1. Please select from the following the education/experience you possess.
 - Bachelor's Degree plus 1 year
 - Associate's Degree plus 3 years
 - HS/GED plus 5 years
 - None
2. Do you have a BS degree in Engineering, geology, geography, geographic information systems, environmental science, or a related field?
 - Yes
 - No
3. How many months work experience do you have in Engineering, Geological, Environmental and/or oilfield operations?
 - 12 months or less
 - 12-24 months
 - 24-36 months
 - 36-48 months
 - 48-60 or more months
4. Do you have knowledge of engineering theories, techniques, and procedures and of mathematics?
 - Yes
 - No
5. Do you have practical knowledge of geological techniques and theories and be skilled in the application of geology concepts?
 - Yes
 - No
6. Do you have industry experience in oilfield operations including drilling and cementing practices?
 - Yes
 - No

7. Do you have experience in oil and gas regulatory functions?
- Yes
 No
8. Do you possess oilfield supervisory experience?
- Yes
 No
9. Do you have knowledge of Railroad Commission's rules, policies, and procedures?
- Yes
 No
10. How many years of experience do you have operating a computer and utilizing Microsoft Office applications and database software systems?
- Less than 1 year
 1 - 2 years
 2 - 4 years
 4 - 6 years
 6 - 7+ years
11. Do you or any relative have business interests in the oil and gas industry? (This may include part-time employment, financial investments/returns, or business decision making roles on boards)
- Yes No
- * 12. The RRC will perform an MVR check. Does your driving record have any violations/convictions during the last three years that will show up when we do our MVR check?
- Yes No
- * 13. Are you a current employee of the Railroad Commission of Texas?
- Yes
 no
- * Required Question