



Scheduler/Volume Analyst
Canyon Midstream Partners
Houston Texas

Company Overview: Canyon Midstream Partners, LLC (CMP) is a rapidly growing independent midstream company that provides gathering, treating, processing, transportation and marketing services. CMP was formed in 2012 by a team of experienced midstream professionals with equity commitments from Kayne Anderson Capital Advisors and CMP's management team. CMP currently operates natural gas gathering systems and processing facilities serving producers in the Permian Basin, east Texas and the Tuscaloosa Marine Shale and a FERC regulated transmission line in Matagorda County, Texas.

Additional information can be found at www.canyonmidstream.com.

Job Description: The Scheduler/Volume Analyst will have primary responsibility for nominations, confirmations, scheduling activities and imbalance management for CMP's gathering and transportation business. The position will have functional responsibility for validation and capture of customer nominations and CMP's field measurement of actual volumes. Additionally, the Scheduler/Volume Analyst will be part of a cross-functionally trained Gas Accounting team that supports CMP's Gas Plant Accountant in the month end closing process and provide backup support for other members of the Gas Accounting team as needed. Specific responsibilities include, but are not limited to:

- Support and oversee customer activity with nomination, confirmations, scheduling for natural gas and NGLs.
- Capture of customer nominations and communication of customer nominations to members of CMP's operations team and business development team.
- Monitor measurement data showing physical flow of customer volumes from receipt points to delivery points on gathering system and intra/interstate pipelines.
- Track customer contractual volume requirements and actual flow versus nominations with shippers and pipelines.
- Verify received and delivered volumes directly with operations and/or through monitoring measurement collection software.
- Communicate with operations to ensure flow rates are consistent with pipeline capabilities.
- Manage imbalances by monitoring and proactively managing shipper throughput and pipeline OBA position.
- Coordinate make-up and pay-back schedules with customers and pipelines.
- Generate monthly producer/shipper volume statements, gas analysis reports and imbalance statements.
- Compare gas analysis to volume statements for accuracy and resolve any discrepancies on a monthly basis.
- Reconcile truck tickets to purchaser/transporter statements.

- Work with field personnel to ensure gas samples are taken in accordance with CMP's contractual requirements and measurement procedures.
- Work closely with gas accounting and assist in monthly close processes.
- Support and assist CMP's business development team with dispute resolutions.

Requirements/Responsibilities: CMP is a small, entrepreneurial and fast growing company. Successful individuals in our organization are motivated self-starters who are comfortable with a visible role in a less-structured work environment and committed to the challenges and rewards of company building. Additional responsibilities will be available to an individual demonstrating desire, aptitude, capability and judgment. A successful candidate for this position will meet the following qualifications:

- A Bachelor's degree is required; Business Administration, Accounting or Finance degree is preferred.
- 2+ years of direct experience desired without degree.
- Ability to work effectively to meet deadlines.
- Strong attention to detail and delivery of accurate work product is required for this position.
- A general understanding of the midstream energy sector is preferred. This includes contracts, nominations, confirmations, invoicing, settlements and pipeline balancing.
- Proficiency in Microsoft Office, particularly Excel is required.
- Strong interpersonal skills are required to manage interactions with CMP's customers, assist in dispute resolution and communicate effectively with internal and external resources.

Contact Info:

Cover letters and resumes should be emailed to: info@canyonmidstream.com. Please put "Scheduler/Volume Analyst Position" in the subject line of the email.