



## Compliance Specialist

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Rockpoint Gas Storage is the largest independent owner and operator of natural gas storage in North America, with strategically located assets in key natural gas producing and consuming regions. Rockpoint Gas Storage owns and operates multiple facilities, including the AECO Hub(TM) and Warwick in Alberta and Wild Goose and Lodi in California.

The purpose of this document is to outline the basic role and responsibilities of the Compliance Specialist. It is not the intent of this document to specify all actual duties associated with the position, but to give a general understanding of the expectations and capabilities of the position.

### JOB CHARACTERISTICS

#### **Position Description:**

Reporting to the Senior Compliance Manager, and as part of the Rockpoint US Operations, the Compliance Specialist will ensure the regulatory compliance of the US Operations Facilities. This position requires a self-motivated, hands-on individual with strong team skills.

Note: This position is located in Acampo, California. All employees must reside within one hour of facility.

#### **Responsibilities:**

Includes the following and other duties may be assigned.

- Perform Leak Detection and Repair (LDAR) monitoring at US Operations Facilities.
- Perform air emissions calculations for permitting, emissions inventories, and annual compliance reporting.
- Assist in the coordination of compliance activities with the following agencies:
  - Department of Transportation (DOT)
  - California Geologic Energy Management Division (CalGEM)
  - Occupational Health & Safety Administration (OSHA)
  - California Public Utilities Commission (CPUC)
  - California Air Resources Board (CARB)
  - Local air districts and certified unified program agencies
- Communicate with internal and external colleagues on compliance issues and processes.
- Demonstrate full understanding of regulatory policy and compliance concepts.
- Respond to requests from various internal/external sources for information (including interpretation, clarification, background, analysis, and recommendations) generated after regulatory filings. Research and analyze data from responses and information requests.
- Conduct standard/routine data analysis to ensure response timeliness.
- Assist with the development and preparation of strategic briefing materials, summaries, communications, and recommendations for management, client organizations, and regulators.
- Provide analytical support for regulatory, policy, and business initiatives.

**Competencies:**

All employees shall exhibit Rockpoint's values of being a reliable, safe, and environmentally responsible low-cost provider. Rockpoint wants to create and reward an organizational focus that stimulates the creative and entrepreneurial actions of its employees that result in innovative ways of reducing costs, generating revenues, improving productivity, or improving processes.

Rockpoint employees must display the following competencies to be successful:

- Accountability - Accepts responsibility for decisions and how decisions affect others.
- Safety/Environmental - Understands and enhances the safety of our employees, our customers, and the public to protect the environment.
- Business Acumen - Understands the broader financial implications of one's responsibilities and the link to the "bottom line" of Rockpoint's business.
- Communication and Feedback - Shares information effectively, in the appropriate timeframe, as well as effectively using listening skills when working with others.
- Diversity Awareness - Values and respects individual differences, while supporting an inclusive work environment.
- Entrepreneurial Spirit - Operates as if Rockpoint was his/her own company.
- Problem Solving and Decision Making - Organizes parts of a problem in a systematic and logical way in order to recognize relationships, identify alternative solutions, set priorities, and make sound decisions that align with Rockpoint's key values and guiding principles.
- Adaptability - Managing Change - Works efficiently in a constantly changing environment, demonstrating a willingness to learn, to take new and unique ideas, concepts, strategies, and approaches and apply them for positive results.
- Results Driven - Continually improves performance, approaching work in ways that support the accomplishment of results and meeting/exceeding Rockpoint's performance objectives.

**Qualifications:**

- Bachelor of Science degree in Environmental Science, Engineering, or a similar discipline with a strong analytical component.
- Minimum of 3+ years relevant environmental or gas industry experience required.
- Preference for applicants with air quality experience, greenhouse gas emission reporting experience, or compliance experience in the Oil and Gas industry.
- Proficient computer skills (i.e., Microsoft Office applications: Word, Excel, Outlook, and Adobe Pro) and experience with information systems.
- Well-developed communication and interpersonal skills.
- Ability to problem solve.
- Basic knowledge and understanding of issues related to gas transmission, storage, and gas operations.
- Basic knowledge and understanding of federal, state, and local government, political, and regulatory processes and issues.

**Personal Attributes:**

- In order to be successful in this position, one must possess a mechanical aptitude and excellent analytical skills.
- This position requires someone who can work well under pressure and has a strong commitment to safety.
- Individuals must have the knowledge and ability to analyze and solve operational problems to be successful in this type of job. Good communication skills are required.

- Position supports our 24-hour, 365-day operation. It requires carrying a cell phone and being on-call most of the year. Normal and extraordinary work circumstances may require without advance notice additional work after hours, on weekends, and holidays.

**Physical Requirements in the role:**

- The incumbent will spend time in the field, thereby being exposed to adverse weather conditions, (heat, cold, wind), and hazardous environments. Must have good physical stamina to work long hours in the field.
- Must be able to comfortably climb ladders and stairs and work at heights.
- Must be able to lift a minimum of 50 lbs.
- Must be able to work in confined spaces for up to one hour at a time.
- Must have the ability to walk on uneven ground for up to 2 miles during Pipeline activities.
- Must be able to work with hands below knees and or above shoulders for short periods of time up to 10 minutes.

**Work Environment:**

- Field/Office Environment

**Other Requirements:**

- Successful completion of a pre-employment medical examination by a doctor selected by our company.
- Pre-employment drug testing required.
- Satisfactory references regarding your work history and qualifications.
- Background check required.
- It is anticipated that you will be required to regularly operate a company vehicle for or on behalf of Rockpoint's business and you are required to hold and provide a copy of a valid driver's license and provide a copy of your driver's license abstract information.

Note: This position falls under regulation by the U.S. Department of Transportation, and as such will be subject to random drug testing according to DOT requirements.

*Rockpoint Gas Storage is an equal opportunity employer and strongly supports diversity in the workplace; all candidates who are authorized to work in the country in which the job opportunity is located are welcome to apply.*

*We thank all applicants for their interest in Rockpoint Gas Storage; however only those candidates selected for an interview will be contacted.*