



## **Manager, Internal Controls and Compliance**

### **THE COMPANY**

Pacific Energy (Canada) Corporation Limited ("PECCL") is an independent energy resources development company focused on meeting the increasing energy needs of the North American markets and emerging Asian economies. Pacific Canbriam Energy Limited and Woodfibre LNG Limited are subsidiaries of Pacific Energy Canada.

Pacific Canbriam Energy Limited ("PCE") is a leading exploration and production company focused on finding and developing over-pressured, liquid rich natural gas resources in the Western Canadian Sedimentary Basin. PCE is committed to protecting people and the environment through responsible natural resource development. We are proud to engage in industry-leading sustainability practices and promote continuous improvement throughout all areas of environment, social and governance (ESG) topics.

Woodfibre LNG Limited ("WLNG") is building a liquefied natural gas (LNG) processing and export facility southwest of Squamish, British Columbia to produce approximately 2.1 million metric tonnes per annum of LNG with associated storage capacity of 250,000 m<sup>3</sup>, and export infrastructure. Woodfibre LNG will source its natural gas from Pacific Canbriam Energy.

### **THE POSITION**

PECCL is currently searching for a Manager of Internal Controls and Compliance reporting to the Group Business Controller. This position is based in Calgary, AB with frequent travel to Vancouver, BC. The successful candidate will be a proactive self-starter and will be accountable for risk management and compliance including the development and management of internal controls within PECCL. The Manager will be responsible for establishing and leading the risk management and internal control functions providing risk-based, objective and reliable assurance, advice and insight. This is accomplished by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. This is a high-profile role that will work with the respective business units in PECCL to ensure that controls are operating effectively and that there is sufficient risk management and the key risks are adequately mitigated.

#### **Key Responsibilities:**

- Develop, establish and ensure that internal controls, including policies and procedures are adequate, appropriate and functioning effectively for the business units of PECCL
- Being the subject matter expert, work with the respective business units to establish and/or improve internal controls and streamline workflow processes
- Undertake audit procedures to verify that controls are operating as intended through testing and interviewing techniques

- Implement Enterprise Risk Management including governance, formation of policies, lead Control Self-Assessment (CSA) program
- Develop dashboards, build tools / adopt data analytics to perform analysis of key risk factors
- Conduct workshops and provide comprehensive training to senior management team
- Support the development, implementation and administration of the organization's enterprise risk management framework
- Facilitate and consult on the identification, assessment, mitigation, monitoring and reporting of risks
- Lead the development and/or change to policies and systems to mitigate identified risks and to strengthen internal controls
- Hands on work is 100% required
- Travelling of about 40% within Canada will be required. Occasional international travel

## **THE INDIVIDUAL**

### ***About You***

- Strong organization, communication (written and verbal) and interpersonal skills with the ability to work effectively with diverse teams across the business
- Excellent analytics, interview, communication and project management skills
- Work with minimal supervision, taking multiple tasks across the finish line simultaneously
- Excellent analytical and problem-solving skills
- Strong stakeholder management skills, confidence to engage with leadership and escalate issues
- Proficient in using data analytics tool, derive data and input into presentation slides for management
- Ability to work independently
- Working knowledge of MS Office suite

### ***Qualifications***

- A university undergraduate degree in business or related field is required
- Experience with a major accounting firm, CA, CPA or audit designation would be preferred
- Minimum 10 years of experience working in Risk, ERM and Internal Controls in a professional environment
- Industry experience in Oil and Gas, Manufacturing set up would be preferred
- Understanding of business continuity management; certification is an asset
- Working knowledge of enterprise risk management practices; certification or education is an asset

## **APPLICATION PROCESS**

Please submit your resume and a cover letter to [HR@pacific-canbriam.ca](mailto:HR@pacific-canbriam.ca). This position will remain posted until a suitable candidate has been found. Be sure to address your cover letter to the Group Business Controller, indicating your interest in the position and how your experience meets or exceeds the qualifications. PECCCL thanks all candidates however only those selected for an interview will be contacted.