



Junior Production Accountant, Contract Position, Calgary, Alberta

Baytex Energy Corp. is an energy company with headquarters based in Calgary, Alberta and offices in Houston, Texas. The company is engaged in the acquisition, development, and production of crude oil and natural gas in the Western Canadian Sedimentary Basin and in the Eagle Ford in the United States. Baytex's common shares are traded on the New York Stock Exchange and the Toronto Stock Exchange under the symbol BTE.

Baytex has an excellent opportunity for a Junior Production Accountant for a 9-month contract position. Based in Calgary, this position will contribute to Baytex's continued success by delivering expertise that supports optimal business decisions. This position's primary responsibility is to complete full cycle production and revenue accounting for assigned operated and non-operated Alberta & Saskatchewan assets. The successful candidate will work collaboratively to accomplish team and business goals.

Responsibilities:

- Full cycle accounting for Saskatchewan and Alberta Operated and Non-Operated properties
- Setup and maintenance of master data in Metrix including new wells, market masters and royalties,
- Monthly review of fuel, flare and vent emissions
- Monthly review and reconciliation of accounts receivable
- Assist with reviewing and processing amendments
- Establish relationships with peers throughout the organization to ensure a strong level of service is delivered
- Respond to government, royalty, partner, and internal stakeholders' queries
- Review, investigate and resolve front-end Metrix system errors or issues
- Assist in external audit queries related to production, royalties, revenue, and transportation

Qualifications:

- Ability to communicate effectively, confidently and professionally in a rapidly changing business environment
- Strong interpersonal and analytical skills
- CAPPA certificate and post-secondary education
- A minimum of 1 year of production and revenue accounting experience
- High level of accuracy and attention to detail
- Solid Microsoft Excel skills
- Working knowledge of the Metrix production accounting system and working knowledge of Qbyte IM
- Working knowledge of PVR and Production Manager field data capture systems.
- Working knowledge of AER directive D-17 and Saskatchewan directive PNG017

Interested and qualified applicants may submit their resume in confidence to resumes@baytexenergy.com. Closing date: May 30th, 2025.

Baytex Energy thanks all applicants for their interest; however, only candidates chosen for an interview will be contacted.