

Title Analyst

Olympus Energy LLC (“Olympus”) is seeking a motivated team member for the position of Title Analyst for immediate hire on a contract basis. This position will work with internal team members to review leasing, drilling and/or due diligence title reports, make curative recommendations, and assist with title management. This role will report to the Director of Title.

Responsibilities:

- Dedicate approx. 40 hours per week to this position;
- Review drill, leasing and/or due diligence title;
- Manage multiple files with varying deadlines; and
- Suggest and draft required curative items based on your review.

Requirements:

- At least 4 years of experience in the review of oil and gas title and/or management of land title projects related to oil and gas development;
- Ability to exercise independent judgment and work as a team member in a fast-paced, multi-task environment;
- Strong verbal and written communication skills;
- High attention to detail; and
- J.D., M.B.A., and/or in-house oil and gas title experience, or equivalent.

Olympus is committed to creating an inclusive and diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, gender, gender identity or expression, sexual orientation, religion, national origin, genetics, disability, age, or veteran status.

Interested candidates may submit resumes via email to careers@olympusenergy.com. Resumes will be reviewed as received and candidate interviews will begin immediately. Olympus is not accepting resumes from staffing/search firms at this time. Please visit Olympus’s website at <http://www.olympusenergy.com> for more information.