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HighPoint Resources Corporation Position Description

Position Title: EHS Specialist

Date: 3-23-2018

Reports to: EHS Manager

Status: Salaried Exempt, Tier 11

Location: Denver, CO

Position Summary

This position will support air quality permitting and compliance activities for HighPoint Resources Corporations operations in Colorado. Responsible for coordinating and executing the policies, programs, and procedures necessary to authorize and operate facilities in compliance with state and federal regulations. This position requires regular travel (20%) to field facilities and periodic work in outdoor and industrial facility environments. This position requires a self-motivated, hard-working team player who pays attention to details. Strong organizational and communication skills are essential. The successful candidate will demonstrate that he or she can take ownership of the job responsibilities and hold themselves accountable for their successful completion..

Responsibilities:

- In conjunction with operations staff, implement the directed inspection and preventative maintenance programs necessary to comply with applicable state and federal regulations and enforcement orders related to storage tank vapor control systems.
- Develop and implement the processes, systems, and tools necessary to effectively track and document the completion of required compliance activities.
- Complete periodic reporting necessary to comply with applicable state and federal air quality regulations and requirements.
- Routinely brief operations management on status of various compliance initiatives.
- Provide regulatory interpretations and technical advice to operating assets using effective communications techniques.
- Maintain in-depth knowledge of existing and proposed air quality regulations and how they impact operations.
- Work closely with operations to manage changes in operating parameters, equipment and practices.
- Develop and deliver training geared toward education of operations staff in areas of air quality compliance.
- Direct and review the work of EHS consultants and contractors.



- Participate in industry associations, peer groups and other organizations to share and learn best practices, build relationships and promote the company's interests.

Knowledge & Skills:

- Strong knowledge of oil and gas production operations, particularly those relating to storage tank vapor control systems.
- Must have advanced mathematical, science and analytical abilities.
- Must possess effective written and oral communication skills.
- Ability to work independently, make decisions, delegate as necessary and handle multiple tasks.
- Work is frequently non-routine and incumbent must be able to work without detailed instruction.
- Must possess sound technical and regulatory judgment.
- Proficient computer skills with experience in Microsoft Office Products
- Experience with Cygnet and/or SiteView software is preferred
- Must have a valid driver's license.
- Operate a vehicle safely (in all weather conditions) to drive to oil & gas equipment locations located in rural/open range country.
- Demonstrate knowledge of safe work behavior and habits.
- Ability to walk on uneven surfaces.
- Incumbent must be able to move from location to location, hear and be heard, prepare written communications, present information to others, enter data into various programs, and be able to stoop and bend on a frequent basis.

Education:

Mid-level position for degreed individuals with a bachelor's degree or an advanced degree in environmental sciences, engineering or a similar technical degree field, OR equivalent experience and training.

Experience:

- 5 or more years air quality permitting and compliance experience, including 3 or more years of oil and gas industry experience.