



## Overview of Athabasca Oil Corporation

Athabasca Oil Corporation ("AOC") is a unique liquids-weighted intermediate producer. At AOC, we proudly and responsibly produce Canadian energy to improve people's lives. We are passionate, take ownership of our work, get things done and are great at what we do.

The company has a core thermal oil business currently producing 32,000 bbl/d with a significant growth program underway. Athabasca has >1 billion barrels of top quartile reserves and a deep inventory of future projects. In addition, in December 2023 Athabasca announced the creation of Duvernay Energy Corporation, a private subsidiary company. Duvernay Energy is a unique standalone self-funded entity that offers investors pure-play exposure to the Kaybob Duvernay and is expected to grow to 25,000 bbl/d by the late 2020's. Strategically Athabasca has two companies with independent strategies and capital allocation frameworks.

AOC has positioned itself with strong financial capacity of ~\$450 million (mostly cash), putting it in an enviable position relative to its peers. The company is resilient to commodity price volatility and is expecting to generate over \$1 Billion of free cash flow over the next three years. All free cash flow is currently returned to shareholders in the form of share buybacks. The combination of production growth and reduced share count is resulting in industry leading cash flow per share growth. The corporate strategy is to continue to grow our assets, generate significant free cash and provide superior returns to shareholders over the long term. Sustainability is core to the business with strong governance and a commitment to reducing emissions through its technology roadmap.

Athabasca has a track record of transformative projects including JV's, M&A, royalties, and unique marketing arrangements. AOC offers a dynamic and exciting work environment for the right candidate. AOC is publicly traded on the TSX under the symbol "ATH".

### Accounts Payable

We are currently recruiting for an Accounts Payable position, reporting to the Manager, Financial Reporting and Tax, supporting the payables and payments processes. This is a full-time position in Calgary.

#### Responsibilities:

- Liaise with multiple departments and vendors to ensure invoices are correctly coded and paid in a timely manner
- Monitor the AP inbox and respond to invoice queries; follow up on stalled or held invoices
- Assist with processing cheque runs (EFT's, cheques and wire payments) through Qbyte
- Review and cancel stale dated cheques and failed electronic funds transfer payments
- Assist with corporate card administration and expense reports
- General accounting, GST and Federal carbon tax filings
- Work with various stakeholders to identify opportunities and implement solutions to improve accounts payable processes
- Perform other adhoc administrative and accounting duties as required

#### Qualifications:

- 5+ years of accounts payable experience in the oil and gas industry
- Ability to process high volumes of data while maintaining accuracy and attention to detail
- Ability to manage multiple demands and consistently meet deadlines
- Strong communication (written and verbal) and the ability to build relationships across business functions
- A self-starter with a results-oriented work style
- Work collaboratively with a mindset for continuous improvement
- Experience with Qbyte and OpenInvoice would be an asset
- Proficiency with Microsoft Office
- Must be legally eligible to work in Canada

Please email your resume with a cover letter to [careers@atha.com](mailto:careers@atha.com) with **Accounts Payable** in the subject line of the email by **July 26, 2024**. We thank you in advance for your interest and note that only those selected for an interview will be contacted.