

**TORC Oil & Gas Ltd.** is a publicly-traded, intermediate, light oil company with a proven track record of growing production and creating significant value through an acquisition / exploitation / exploration strategy focused on light oil resource plays. Since inception in December 2010, the TORC Team has been successfully developing its high quality light oil assets in southeast Saskatchewan and the central Alberta Cardium resource play, both being areas where the TORC Team has an established track record. TORC's experienced management team is leading an exciting strategy of paying a sustainable dividend to shareholders while continuing to provide disciplined per share growth, and our success is attributed to that leadership and our team of skilled and dedicated employees and consultants working together to achieve TORC's goals.

Due to its continued growth TORC Oil & Gas Ltd. is accepting applications for a **Senior Land Administrator** position. Reporting to the Manager, Contracts & Land Administration this position will be responsible for, and not limited to:

- Day-to-day land administration duties including set-up and maintenance of mineral lease files
- Coordinating the crown landsale process
- Assisting with the monthly rental process and expiry review process
- Training and mentoring other land administration staff
- Assisting with due diligence reviews and lease title curity
- Set up of basic contract information
- Processing of third party assignments
- Tracking of obligations
- Handling of AFEs
- Preparation and handling of specific conveyance documents for acquisitions
- Setting up new wells for the accounting department
- Running reports from LandRite
- Tracking offset obligations
- Processing third party invoices

The ideal candidate will possess the following skills and qualities:

- Minimum 10 years' of applicable work experience
- Graduate of a recognized land program
- Working knowledge of LandRite & Accumap
- In-depth knowledge of Alberta and Saskatchewan tenure regulations
- Solid understanding of mineral leases and their handling
- Exposure to land contracts
- Reliable, organized, with a high degree of attention to detail
- Interest in transitioning into a supervisory role in the future

If you are a qualified candidate and are interested in applying for this position, please submit your cover letter and resume in confidence prior to May 1, 2017, via:

- Email: [careers@torcoil.com](mailto:careers@torcoil.com) (Indicate the position title in the subject line of your email)
- Fax: 403-930-4159  
Attention: Manager, Human Resources & Corporate Services
- Mail: TORC Oil & Gas Ltd  
Attention: Manager, Human Resources & Corporate Services  
1800, 525 – 8<sup>th</sup> Avenue SW  
Calgary, AB T2P 1G1

All applications will be treated with discretion.

We thank you for your interest, however, only those applicants selected for an interview will be contacted.