

## ROLE DESCRIPTION

<b>Job Role:</b>	Planning & Economics Analyst	
	<b>Work Location:</b>	<b>Department:</b>
	London	Finance
<b>Purpose of Role:</b>	<ul style="list-style-type: none"> <li>• Support the VP Planning &amp; Economics on preparing, coordinating and delivering presentation materials, reports and other Corporate materials</li> <li>• Develop and maintain the Group’s dashboard, detailing key outputs from the Corporate model</li> <li>• Support the VP Planning &amp; Economics in futureproofing processes and systems to help deliver the company’s strategy</li> </ul>	
<b>MAE*/MATTE* and HSE* Critical Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Ensure that all activities are carried out in a safe manner complying with all regulatory requirements, legislation and Harbour Energy HSEQ procedures</li> <li>• Be aware of the policies and procedures</li> </ul>	
<b>Areas of Accountability, Responsibility and Competence Level:</b>	<ul style="list-style-type: none"> <li>• Develop and maintain the Corporate dashboard, to be distributed to the Leadership Team and other key stakeholders</li> <li>• Support the Quarterly Business Review (QBR) cycle to deliver best in-class insights and ensure ongoing success</li> <li>• Provide a proficient alternative to running the Group Corporate model with the ability to undertake sensitivity analysis such as oil and gas prices, interest rates, inflation and FX</li> <li>• Deliver detailed and quantitative analysis, based on the Group Corporate model outputs as required</li> <li>• Produce sufficient first-pass presentational material for the Leadership Team with limited supervision to a high standard</li> <li>• Support refinancing processes, including that of current debt facilities any new capital structure</li> <li>• Work closely with Investor Relations in producing presentations and other relevant material</li> <li>• Support the Economics team through valuation analysis, case definition, reconciliations with subsurface and other ad-hoc projects</li> <li>• Assist in the preparation of Corporate impact analysis for business decision making</li> <li>• Support capital allocation process by collating and understanding key project metrics at both base and sensitivity price decks</li> <li>• Any other reasonable duty as per instruction by your manager</li> </ul>	
<b>Critical Skills* Qualifications Experience, etc.:</b> (* Indicate either preferred or essential.)	<ul style="list-style-type: none"> <li>• A strong relevant core discipline skill (engineering, subsurface, economics, commercial or finance)</li> <li>• Fast-learner with a self-starter mind set, able to pick up new concepts effectively and work autonomously when required</li> <li>• Strong analytical skills</li> <li>• Communicates effectively and appropriately</li> <li>• Well organised and ability to prioritise tasks independently</li> <li>• Very high attention to detail with ability to produce outstanding presentational material with strong messaging</li> <li>• Ability to think creatively</li> <li>• An understanding of oil and gas project economics including fiscal terms</li> <li>• An understanding of the oil and gas exploration, appraisal, development and production cycle</li> <li>• Experience using Excel and PowerPoint for compiling data, checking and generating analysis for presentations</li> </ul>	

	<ul style="list-style-type: none"><li>• Ambitious and looking for significant exposure to ongoing Corporate processes and projects</li></ul>
<b>Reports to:</b>	<ul style="list-style-type: none"><li>• VP Planning &amp; Economics</li></ul>
<b>* Abbreviations:</b> HSE Health, Safety and Environment MAE Major Accident Event MATTE Major Accident to the Environment	