



Industrial Benefits Analyst

The Canada-Newfoundland and Labrador Offshore Energy Regulator (C-NLOER) has an exciting opportunity for the position of **Industrial Benefits Analyst**.

Reporting to the Industrial Benefits Manager, this position provides analytical, regulatory, and advisory support in the administration of the industrial benefits provisions of the Atlantic Accord legislation. Key accountabilities include:

- Assisting with the administration of Industrial Benefits Plans and Diversity Plans, including assessment of compliance and monitoring operator performance against legislative and guideline requirements.
- Monitoring contracting and procurement activity, including review and dissemination of procurement forecasts, expressions of interest (EOIs), bid lists, and award notifications, and identifying potential non-conformances.
- Assisting with employment and procurement complaints, procurement assessments, and benefits content reviews.
- Administering the Research & Development / Education & Training (R&D/E&T) provisions of the legislation, including: calculating operator expenditure obligations; reviewing R&D/E&T proposals for eligibility and annual expenditure reports; tracking expenditures versus obligations; assisting with expenditure verification reviews; and supporting updates to guidelines.
- Maintaining and analyzing industrial benefits related data and statistics, including preparation of quarterly and annual public benefits reports.
- Utilizing digital tools and software solutions to track benefits reporting, analyze data, and support information dissemination and collaboration with operators.
- Preparing reports, briefings, presentations, manuals, and work instructions for Board members, the CEO, governments, and external stakeholders.
- Representing the department on internal and external committees and liaising with operators, contractors, governments, R&D institutions, and diverse and equity-seeking groups.

Qualifications and Experience:

- A university degree, preferably in Business, or a related discipline.
- 2 years of relevant work experience in the oil and gas sector or a related industry, preferably involving administration of industrial benefits, diversity plans, and/or contracting and procurement.
- Knowledge of the industrial benefits provisions of the Atlantic Accord legislation, the local offshore energy and supply community, and the mandate of C-NLOER.



- Strong analytical, research, organizational, and time and information management skills.
- Excellent oral and written communication skills, with the ability to communicate tactfully and professionally
- The ability to work independently under general direction.
- Proficiency in Microsoft Word, Excel, and PowerPoint.
- Proficiency with digital solutions, data analysis tools, and emerging technologies, including artificial intelligence tools, in addition to a knowledge and understanding of R&D/E&T requirements and the local R&D/E&T ecosystem are considered definite assets.

Interested persons may submit an application by **May 15, 2026**, to:

Human Resources Manager
Canada-Newfoundland and Labrador Offshore Energy Regulator
240 Waterford Bridge Road, Suite 7100
The Tower Corporate Campus – West Campus Hall
St. John's, NL A1E 1E2
E-mail: careers@cnlopb.ca

Who we are:

The Canada-Newfoundland and Labrador Offshore Energy Regulator (C-NLOER) is the independent agency formerly known as the Canada-Newfoundland and Labrador Offshore Petroleum Board (C-NLOPB). It dates back to 1986, established by the federal and provincial governments under the *Atlantic Accord Implementation Acts*. Legislative amendments that came into effect in 2025 expanded our mandate to include offshore renewable energy and changed our name. The C-NLOER regulates oil and gas exploration and development and will regulate future renewable energy projects in the Canada-Newfoundland and Labrador Offshore Area. Our mandate includes oversight of worker health and safety, environmental protection, resource management and industrial benefits.

The C-NLOER is a diverse, equitable and inclusive workplace. We are an equal opportunity employer and do not discriminate on the basis of race, gender, gender identity, sexual orientation, veteran status, disability, age or any other legally protected status.

Any personal information you submit in support of an application for employment is protected under privacy legislation. Our complete Privacy Statement and further details about the C-NLOER can be accessed on our website at <https://www.cnloer.ca/>.