

# **SPE Gulf Coast Section Members-in-Transition (MiT) Process Guide**

## **Executive Summary:**

The Society of Petroleum Engineers (SPE) Gulf Coast Section (GCS) established the Members in Transition (MiT) committee in late 2015 in response to the downturn in the industry. The function of the MiT Committee is to disseminate best practices in a mix of career planning, job search, entrepreneurship and innovation. The events are useful for those in transition (those waiting to land a job, but also applies to those looking to transfer their skills to other sectors of the oil and gas industry) to feel the strength of all and not being in this alone. Besides networking with other professionals, the mentioned committee activities provide learning opportunities to enable participants to re-think fundamental strategies and new ways to survive the downturn conditions. The SPE-GCS has prepared this process guide to help other SPE sections to set up their own local MiT initiatives.

In 2016, the SPE-GCS MiT initiative includes:

- i) a monthly seminar series (open to non SPE members and people who have jobs but are interested in the topics, as well as unemployed SPE members),
- ii) access to free computer software licenses and training (limited to SPE members who are unemployed),
- iii) “Ideas Launch Pad”, a relationship with the Houston Technology Center to encourage entrepreneurship (limited to SPE-GCS members, either employed or unemployed). This was aligned with the SPE-GCS Innovate committee in Sept. 2016.
- iv) Pay-it-Forward Networking Tours, Training and Panels
- v) Job Search Work Team, which ensures accountability in job search and meets weekly (restricted to SPE members who are either unemployed.)
- vi) A career fair scheduled for first Quarter 2017

A committee coordinates the efforts, meeting quarterly by conference call.

## **Committee:**

The committee is made up of a broad cross section of individuals. See the roster in Appendix I of those who have been involved.

## **Monthly seminar series:**

Three to four speakers are scheduled for each seminar on a variety of topics related to career transition and entrepreneurship. A box lunch is served and the charge of \$15 is sufficient to cover the cost of the lunch and miscellaneous expenses. Speakers come via recommendation or they volunteer.

The location is at the Houston Technology Center located in downtown Houston. There is no cost for the use of these facilities. This venue provides a central location to facilitate ease of attendance from the Houston Metropolitan area.

A webinar is set up with audio and slide deck to allow for remote participation when the room is at capacity or for when member find it inconvenient to attend the meeting in person. Webinar participants are muted but they can ask questions via Chat. Recordings of the presentations are posted on the website later for future reference.

Topics that have been presented to date are included in Appendix II - Past Topic List. The selection of three speakers per seminar is intentionally diverse to appeal to the diverse audience at these event. MiT Seminars are attended by students, early career, mid-career and late career SPE members. Most are unemployed, but some are interested in investigating entrepreneurial activities while they still have a fulltime job. Each seminar is designed to include a mix of career planning, job search and entrepreneurial topics so there's something for everyone in the audience. Sources of speakers include the Service Corps of Retired Executives (SCORE), the Small Business Administration, local universities with entrepreneurial programs, the Texas Workforce Commission and SPE members.

The monthly half-day seminars are open to non-SPE members to encourage cross society collaboration with other professional organizations such as the Houston Geological Society. Each seminar starts with a safety moment and introduction of all attendees, and ends with a discussion of SPE resources for members in transition. See Appendix III for a sample agenda.

The scheduled future events are listed in Appendix IV - Future Topics List.

A master list of possible future topics can be seen in Appendix V - Possible Future Topic List.

#### **Computer software licenses and training:**

Vendors of software are providing short term licenses and training to members in transition.

- Drillinginfo has offered to provide their software to unemployed SPE-GCS members to use until the end of the year. The contractual obligations and workflow to sign up users is being defined.
- A one-day training class for OGRE was held on May 23, and a 6-month license granted to SPE members in transition.
- A two-day ARIES training course for professionals was held at the SPE office on June 20-21, and a similar course was held at Houston Community College for student members on June 25-26. Halliburton will provide access to the software to the training attendees for one week after the class, and for a longer period by request.
- Details for software licenses for students and/or members in transition from additional vendors such as Energy Navigator are being defined.
- Additional considerations:
  - Should we seek software from other vendors that have not proactively offered training and licenses to the MiT program? A plan is being developed to contact vendors and request support for developing software expertise frequently requested in posted jobs.
  - Do the vendors monitor the use of the software and potential conversion to a paid license when the free period ends?
  - Do we get a report as the MiT/SPEGCS to judge performance/usage/help to our members?

#### **Ideas Launch Pad:**

The GCS has established a relationship with the Houston Technology Center (HTC) to encourage entrepreneurship among SPE members, called the Ideas Launch Pad (ILP). HTC ([www.houstontech.org](http://www.houstontech.org)), is the largest technology business incubator and accelerator in Texas, advancing the commercialization of emerging technology companies in the greater Houston area.

The Section solicits ideas for new businesses, which are referred to HTC. The Section will cover the application fee to the HTC and will support the presentation that will be made to the HTC Energy Advisors Council. Should the company behind the idea be selected for membership in the HTC, the Section will subsidize the first year's membership fee. Members receive seed money of \$25,000, funded by the McNair Group, as well as ongoing support from the HTC during the incubation period as further funds are sought for development and launch of the company.

The SPE GCS Business Development Study Group is presenting a symposium on Mergers, Acquisitions, and Divestments on Thursday, October 20, 2016 at the Petroleum Club of Houston, providing additional information for those interested in starting their own businesses.

#### **Job Search Work Team:**

In August 2016, the SPE Gulf Coast Section Members in Transition (MiT) Committee launched a Job Search Work Team that meets every Tuesday from 1:30-3:30 p.m. at the SPE Houston office at 10777 Westheimer Road, Suite 1075, Houston, TX 77042. It's free and there's no registration required. The meetings are informal, but there is a structured agenda each week to help ensure accountability among team members in their job search, detailed in Appendix VI and Appendix VII. This technique was pioneered by Orville Pierson in his career books. His unique job search networking system is used by many of the outplacement firms and church ministries in the Houston area. The SPE MiT Job Search Work Team is focused on the aligned career goals of SPE members. The system is designed to be self-sustaining so that team members rotate the roles in the agenda, so as members land new jobs, others on the team will take over the shared leadership.

#### **Volunteer Pool:**

As the list of the Members in Transition grows, they are seen as a ready pool of volunteers who are available on short notice and welcome opportunities to network in the industry. For instance, Appendix VIII includes an example message seeking volunteers for SPE's high school mentoring program is sent out monthly to those who have opted in to receive communications from the Members in Transition committee.

Additional initiatives are progressing to recruit volunteers from the Members in Transition pool to perform targeted service activities for SPE, such as contacting local companies to sell them ads in the SPE-GCS newsletter and website. Another opportunity would be to have volunteers from the Members in Transition pool call the contacts for petroleum engineering jobs posted on general job boards and encourage them to post the jobs on the SPE-GCS job board for a small monthly fee.

#### **Communication:**

The SPE-GCS typically communicates with members via a monthly hardcopy newsletter, a monthly virtual newsletter sent via email and a website. Broadcast emails to every member in the section are used infrequently to avoiding "spamming" all section members, but members may opt in to review communications on their selected topics of interest.

Members may sign up for communications for SPE-GCS Members in Transition using this link: <http://www.spegcs.org/sign-up-for-spegcs-emails/> MiT Communications can include messages such as:

- Call for volunteer tutors for local high schools in STEM topics
- Opportunities for unemployed SPE-GCS members to obtain short term licenses to software

- Last minute reminders to encourage members to register to attend events
- Groups of job postings
- Cross society networking events
- SPE membership drive events

**Website:**

Registration for the seminar series is managed by using the [website calendar](#). The information posted includes: Committee Name, Event Name, Date, Event Contact Name, Time, Event Contact Phone Number, Location Name, Event Contact Email, Member Price, Nonmember Price, Registration cap, Speaker Bio, Speaker Name, Speaker Title, Speaker Company, Event Description, Presentation Abstract.

Resources posted on the [MIT committee page](#) on the website include information for all SPEI members:

- SPE Dues Waiver - <http://www.spe.org/join/renew.php>
- SPE Insurance Program - <http://www.speinsurance.com/>
- SPE Car rental discount options: <http://www.spe.org/members/additional-benefits.php>
- SPE Job Banks: <http://www.spegcs.org/jobs/> and <http://www.spe.org/industry/jobs/>
- SPE Competency Management Tool: <http://www.spe.org/training/cmt/>
- SPE Members in Transition Toolkit: <http://www.spe.org/members/transition/>

Additionally, SPE-GCS Resources are also provided:

- Link to Upload Your Resumé
- View Job Openings
- Career Resources
- Professional Development Coursework
- SPE Ideas Launch Pad
- PowerPoint presentations, webinar recordings and handouts from Members in Transition seminar series
- Book recommendations
- Website recommendations
- Articles of interest

**Feedback:**

- A standard SPE Workshop Evaluation Form is sent to seminar attendees after each seminar to gather feedback from the attendees on presentation delivered by the speakers at the seminar that they attended, and to collect attendee demographics.
- A survey is planned to gather more comprehensive feedback from members who have participated in the seminar series, the software training the Ideas Launch Pad program, and/or the Job Search Work Team. Demographics will also be collected in this survey, as well as suggestions for future programming for the MIT committee.

**Pay-it-Forward Networking Concepts:**

The program has three elements.

1. **"Pay-it-Forward Networking Tours"** encourages companies to open their doors to visits by unemployed professionals. Companies get the opportunity to showcase their products and capabilities to highly qualified professionals who could become their customers or employees in the future. Tour participants stay engaged and up to date on the latest technologies. These are encouraging and uplifting experiences for all involved. Over 180 professionals in the "PiFNT" participants' list have completed 51 tours (close to 600 participants attending in total) since the program began in April through mid-November, 2016. You can read more about "Pay-it-Forward Network Tours" at <https://www.linkedin.com/pulse/pay-it-forward-networking-tours-mission-history-carlos-a-pineda>

2. **“Pay-it-Forward Training”** followed on the success of the tours. Recognizing the caliber of talent in our network, we organized venues for members to share their expertise with others. The first 4-hour session featured a completions expert and a Ph.D. geologist presenting an “Overview of Multistage Completions for Hydraulic Fracturing.” Twelve volunteer subject matter experts have now provided training to over 400 professionals since mid-September on variety of technical and entrepreneurial topics, and the training schedule is backlogged 2 months. You can find all the Pay-it-Forward Training seminars on Eventbrite.com.
3. Finally, with the **“Pay-it-Forward Panel”**, we offer panels of advisors to help companies that need outside perspectives for specific problems. The companies win by getting fresh, non-biased, outside the box insights that could lead to break through innovations. The panelists win by contributing and demonstrating expertise, and building relationships with companies and industry’s forward thinkers. We have already offered valuable advice to improve a new downhole tool, and that tool is now being piloted by several operators.

The common thread in all elements of the Pay-it-Forward program is providing an opportunity to help and encourage others. There is no expected immediate payback directly from any tour, training session or panel. Rather, we are driven to use our time on the sidelines to help maintain our expertise, support our employed colleagues, and provide encouragement during what can be a very trying time. We ask TWA readers who are employed in the Houston area to consider hosting a tour at your company or engaging a panel; please write to us if you wish to be involved. Readers who are in transition are invited to learn more about the program as well, and how they can contribute to its success.

The following appendices include more details:

- Appendix IX: “Pay-it-Forward Networking Programs” Flow of Communication to Participate in the Program.
- Appendix X: Presentation slides for the “Pay-it-Forward Networking Tours” – A guide for new participants.  
Appendix XI: Flow of Communication within the “Pay-it-Forward Networking Tours”
- Appendix XII: Presentation slides for the “Pay-it-Forward Training” – A guide for new participants.
- Appendix XIII: Presentation slides for the “Pay-it-Forward Panel” – A guide for Operating and Other Companies.

#### **Career Fair: “Upstream Oil and Gas Professional Hiring Event”**

The Career fair is targeted towards SPE, AAPG and HGS professional members with working experience. At least thirty companies will be invited to participate with tangible hiring targets. Professionals will have the opportunity to network after the career fair and attend a speaker presentation during lunch time.

#### **Future Vision:**

Product prices are cyclical in the energy industry, and it is anticipated that our industry will eventually recover to full employment. The Ideas Launch Pad is designed to encourage technological entrepreneurial efforts among SPE-GCS members, and many of the topics within the MiT Seminar Series cover entrepreneurial themes as well. Large employers who often ask their employees to “think like an owner” in order to be better aligned with the employer and to add value. Large employers and small businesses also have a common interest in encouraging innovation from their employees, and both

encourage their employees to be curious and come up with new ideas. Thus, it is anticipated that the MIT Committee will continue to disseminate best practices in entrepreneurship and innovation when the industry recovers.

## Appendices

### Appendix 1: Roster of committee

<b>2016 - 2017 GULF COAST SECTION - Members in Transition</b>			
2016 - 2017 Positions	NAME	COMPANY	EMAIL ADDRESS
Chair	Susan Howes	Subsurface Consultants & Associates LLC	<a href="mailto:c.susan.howes@gmail.com">c.susan.howes@gmail.com</a>
Vice Chair/Website	Brendan Marlborough	in transition	<a href="mailto:BMFMarlborough@gmail.com">BMFMarlborough@gmail.com</a>
Treasurer/Job Search Group/Career Fair	Ashish Ghotekar	in transition	<a href="mailto:ashishghotekar@gmail.com">ashishghotekar@gmail.com</a>
Secretary/Job Search Group	Yetunde Okediji	in transition	<a href="mailto:yetunde.okediji@gmail.com">yetunde.okediji@gmail.com</a>
Social Media Chair	Yogashri "Yoshi" Pradhan	The Texas Oil and Gas Institute	<a href="mailto:yogashri1126@gmail.com">yogashri1126@gmail.com</a>
Program Chair/Software	Ashish K. Fatnani	Halliburton	<a href="mailto:ashish.fatnani@halliburton.com">ashish.fatnani@halliburton.com</a>
Software	Max Greenstein	in transition	<a href="mailto:maxbgreenstein@gmail.com">maxbgreenstein@gmail.com</a>
Software/Career Fair	Venkat "Ajay" Gundepalli	in transition	<a href="mailto:venkata.gundepalli@gmail.com">venkata.gundepalli@gmail.com</a>
Software/Career Fair	Juliette B. Pearson	in transition	<a href="mailto:juliette.b.pearson@gmail.com">juliette.b.pearson@gmail.com</a>
Career Fair	Kumaresan "Kumar" Pugazhenth	in transition	<a href="mailto:Kumaresan.Pugazhenth@gmail.com">Kumaresan.Pugazhenth@gmail.com</a>
Career Fair	Gaurav Goyal	in transition	<a href="mailto:ggoyal.bauer@gmail.com">ggoyal.bauer@gmail.com</a>
Career Fair	Abdul Rehman	in transition	<a href="mailto:arehman.thebo@gmail.com">arehman.thebo@gmail.com</a>
Entrepreneurism/Liaison to Innovate	Aniket Kumar	Halliburton	<a href="mailto:aniket.av5@gmail.com">aniket.av5@gmail.com</a>
Member	Roger Hite	Inwood Solutions, LLC	<a href="mailto:jroger@ix.netcom.com">jroger@ix.netcom.com</a>
Member	Steve McCants	Consultant	<a href="mailto:steven.a.mccants@gmail.com">steven.a.mccants@gmail.com</a>
Member	David Pantoja	Citi	<a href="mailto:david.pantoja@citi.com">david.pantoja@citi.com</a>
Member	Maggie Dalthorp	in transition	<a href="mailto:margaret.dalthorp@gmail.com">margaret.dalthorp@gmail.com</a>
Member	Alex McCoy	Oxy	<a href="mailto:awmccoy04@att.net">awmccoy04@att.net</a>
Member	Fitrisia "Tissy" Anandita	Halliburton	<a href="mailto:Fitrisia.Anandita@halliburton.com">Fitrisia.Anandita@halliburton.com</a>
Member	Lakshmi "Devi" Subramaniam	MBA student at UH	<a href="mailto:devisubra2016@gmail.com">devisubra2016@gmail.com</a>
Member	Joshua Steindl	Northwestern Mutual	<a href="mailto:joshua.steindl@nm.com">joshua.steindl@nm.com</a>
Member	Daniel De Clute-Melancon	in transition	<a href="mailto:mechanicaldan@live.com">mechanicaldan@live.com</a>
Member	Charles C. Bose	in transition	<a href="mailto:CharlesCBose@gmail.com">CharlesCBose@gmail.com</a>
Member	Carlos A. Pineda	in transition	<a href="mailto:Carlos.a.pineda777@gmail.com">Carlos.a.pineda777@gmail.com</a>
Member	Jane Walker	in transition	<a href="mailto:jlcv@igchwalker.com">jlcv@igchwalker.com</a>
Member	Najaf Dostaliyev	Maersk Drilling	<a href="mailto:dnajaf22@yahoo.com">dnajaf22@yahoo.com</a>
Member	Gary Althoff	in transition	<a href="mailto:gary.althoff62@gmail.com">gary.althoff62@gmail.com</a>
Member	Jane Walker	in transition	<a href="mailto:jane.walker.engineer@gmail.com">jane.walker.engineer@gmail.com</a>
Board Liaison	Ivor Ellul	Cisk Ventures	<a href="mailto:iellul@ciskventures.com">iellul@ciskventures.com</a>

## Appendix II: Past Topic List

- Feb. 5, 2016: The agenda includes “How to Start Your Own Business”, “The Large Company Hiring Process”, and “Networking Effectively to Build Beneficial Relationships.” Speakers: Roger Hite, Owner, Inwood Solutions LLC; Greg Fields, Senior HR Leader; Susan Howes, Reservoir Mgmt. Consultant.
- Mar. 4, 2016: The agenda includes “Franchising Basics”, “Starting and Running Your Own Business”, and “Business Planning”. Speakers: Diana Trondsen, Franchise Consultant for South Texas, FranNet; Kenneth Wohlberg, Counselor, Service Corps of Retired Executives (SCORE); and Yusef Muhammad, Counselor, Service Corps of Retired Executives (SCORE).
- April 1, 2016: The agenda includes “Intellectual Property for Startups and Small Businesses”, “Texas Workforce Commission and Workforce Solutions Resources”, “The Business of Your Career: Managing Your Career as a Business Enterprise”. Speakers: Gary Katz, Managing Partner at Katz Law Group, LLC; Sammy Carolina, Regional Unemployment Specialist, Texas Workforce Commission; Chrystal Broussard, Workforce Account Executive, Workforce Solutions; and Kim Sawyer, Owner, theWealthSource®.
- May 20, 2016: The agenda includes “Careers in Data Science”, “Career Planning and Navigation”, “MBA Options at Rice University”. Speakers: Dr. Satyam Priyadarshy, Chief Data Scientist, Halliburton-Landmark; Cheryl Collarini, Chairman, Collarini Energy Staffing Inc.; and Sue Oldham, Executive Director, Recruiting & Admissions, Jones Graduate School of Business, Rice University, Dalia R. Pineda, Dir of Adm & Recruitment, Graduate Programs, Bauer College of Business, UH. This meeting was held at UH and includes topics requested by SPE student officers.
- July 8, 2016: The agenda includes “What is the future of the petroleum industry?”, “Best practices in writing resumes/CVs and cover letters” and “SPE Insurance Program for Members.” Speakers: Raoul LeBlanc, Vice President, Financial Services and North American Onshore at IHS Energy, David Woody, Owner, Zaetric Business Solutions, LLC, and Burt Nelson.
- Aug. 5, 2016: The agenda includes “Financial Leadership for Energy and Technology Companies”, “Review of courses offered by University of Houston Small Business Development Center”, and “Forming a Start Up Team”. Speakers: Paula Waggoner-Aguilar, the Energy CFO, George Amanzio, Director of Advisory Services and C. Holly Wilbanks, The Wilbanks Consulting Group.

## Appendix III: Sample Agenda

SPE Members in Transition Seminar #7

Friday, August 5, 2016

10 a.m. to 3 p.m.

Houston Technology Center

410 Pierce Street

Houston, TX 77002

713 658 1750

### Final Agenda

- |    |  |                  |
|----|--|------------------|
| 1. | Welcome, Safety Moment and Introductions   | 10:00-10:30 a.m. |
| 2. | Financial Leadership for Energy and Technology Companies<br>Paula Waggoner-Aguilar, the Energy CFO   | 10:30-11:45 a.m. |
| 3. | Working Lunch  | 11:45 a.m.       |
| 4. | Review of courses offered by University of Houston<br>George Amanzio, Director of Advisory Services, Small Business Development Center, UH | 12:00-1:00 p.m.  |
| 6. | Break  | 1:00-1:15 p.m.   |
| 7. | Forming a Start Up Team<br>C. Holly Wilbanks, The Wilbanks Consulting Group  | 1:15-2:45 p.m.   |
| 8. | Discussion of Resources for SPE Members in Transition  | 2:45–3:00 p.m.   |

## Appendix IV: Future Topics List

- Sept. 9, 2016: The agenda includes “Overview of Employment Contracts, Severance Agreements, and Civil Rights Litigation”, “Getting Started in Consulting, Prospect Generation, Acquiring or Evaluating Assets”, “Entrepreneurship,” and a “Discussion of Resources for SPE Members”. Speakers: Jacqueline Armstrong, Attorney; Bill Fairhurst: President and President/CEO of Riverford Exploration LLC and PetroTex Energy Partners, LLC and Jim Sledzik, Senior Partner and President, Energy Ventures.
- October 7, 2016: The agenda includes “Assembling Teams, E&P Growth Targets in Today’s Environment & Financing Options”, “Negotiation & Conflict Resolution - Proven techniques to achieve a win/win solution”, “An Entrepreneur’s Guide to Attracting Startup Capital,” and a “Discussion of Resources for SPE Members”. Speakers: Bill Fairhurst: President and President/CEO of Riverford Exploration LLC and PetroTex Energy Partners, LLC. Maria Fitch, Employee Development Advisor, Weatherford; and Tom Powell, Senior Managing Partner, Resolute Capital Partners LTD.

## Appendix V: Possible Future Topic List

1. How to Start Your Own Business
2. The Large Company Hiring Process
3. SPE Soft Skills: Networking Effectively to Build Beneficial Relationships
4. Discussion of Resources for SPE Members in Transition
5. SPE Soft Skills: SPE Professionals Exemplify Integrity and Ethics
6. SPE Soft Skills: Negotiation and Conflict Resolution
7. SPE Soft Skills: How to Make a Breakthrough
8. SPE Soft Skills: Communicating across cultures: Strategies for Global Communication in O&G Industry
9. SCORE: 2016 Trending Business Ideas - Find the Perfect Match for You
10. SCORE: Income Tax Myths and Facts for Business Owners
11. SCORE: Legal, Financial and Funding
12. SCORE: Create your Business Plan
13. SCORE: Create your own feature rich website and blog
14. SCORE: Credit score, small business lease and insurance
15. SCORE: Starting and running your own business
16. SCORE: Crowdfunding – alternative source of funding
17. SCORE: Personal Factors and Art of Management
18. SCORE: Business Opportunities
19. SCORE: Marketing
20. SCORE: Organization, Registration, Insurance
21. SCORE: Requirements/Sources of Funds
22. SCORE: Cash Management / Business Records
23. SCORE: Business Plans
24. Getting Started in the Oil Business
25. How to select a Franchise
26. Six Secrets: An Entrepreneur's Guide to Attracting Startup Capital
27. Story of one of Fortune's 2012 Most Powerful Women Entrepreneurs
28. Start your own oil company
29. Texas Workforce Commission Resources
30. THE BUSINESS OF YOUR CAREER: Managing Your Career as a Business Enterprise
31. Review of courses offered by U of H Small Business Development Center
32. Executive Search
33. One Page Quick Start Guide to Job Search
34. Ethical Considerations when Changing Employers
35. Resilience
36. Communication Skills for Job Seekers
37. Intellectual property for startups and small businesses
38. <http://leanhouston.org/>
39. <http://redlabs.uh.edu/>
40. <http://owlsparc.com/>
41. Employment contracts, severance agreements, civil rights litigation
42. Avoiding pitfalls in approaching your startup's IP strategy – John Damarco and Michael Raspino
43. Birkman personality profile

44. Review/critique resumes/CVs and cover letters
45. Financial Leadership for Energy and Technology Companies
46. Downstream careers or Chemical/Mechanical Engineering
47. Local MBA programs
48. Job search focus to other engineering industry opportunities
49. A panel of SPE members with unusual career paths, including entrepreneurs.
50. A speaker from HTC on the incubation program that they offer
51. A speaker on careers in data analytics
52. Working with teams that evaluate distressed assets when companies go bankrupt
53. Crowd funding for technology ideas
54. A primer on reserves and skills in evaluation of upside potential for those who want to start a company by buying wells
55. Learning about the multitude of alternative or unconventional career paths available for students to take. Specifically, many students have shown interest in private equity and entrepreneurship.
56. Professionals and managers from different companies have predicted the oil and gas market in the future. What time does SPE consider the market could get recovered or improved?
57. What is the future of the petroleum industry? Although the oil price is very low at the moment, renewable energy resources like solar energy and wind energy is being developed rapidly. How long could petroleum still become dominated in the energy industry?
58. Career planning and navigation: How does a newly graduated/young professional manage cyclical behavior effectively? When should one ask for a promotion and/or a raise? What career options does a junior engineer have and what are the routes in which they can take to get to their destination?
59. Financial planning: 401K, IRA, budgeting, FSA. The topic is generally covered briefly by most HR folk during on-boarding but the thought processes involved need more attention in the long run. Some sagely advice to help students/young professionals weather a storm in addition to spending judiciously.
60. Negotiation skills
61. Health care considerations during a job search
63. Stress / self care / impact on family related to the downturn
64. SPE insurance program
65. IP as it relates to down hole applications. Innovation and commercialization
66. Reviewing how to design and deliver a dynamic presentation, e.g., communication skills (improving verbal and non-verbal language skills, improving interview/audition skills, etc.).
67. Career development seminar for SPE members. Topics: Resume Writing, Interview story-telling, Linked In Optimization, How to Form a Start Up Team.
68. Getting Started in Consulting, Prospect Generation, Acquiring or Evaluating Assets
69. Assembling Teams, E&P Growth Targets in Today's Environment & Financing Options
70. Process Safety & Contractor Management
71. The Glass is Half Full – Shifting Perception to Achieve Results
72. From SOS to WOW! From S.O.S. to W.O.W.!
73. The best engineers are greedy, lazy and ethical
74. PE or PMP, GMAT exams
75. Big Data Analytics - Strategy, Identification, Screening in MA&D
76. Collaboration between medical, space and Oil & Gas industries on technology

## Appendix VI: Sample agenda for Job Search Work Team

- Safety Moment
- Review Team Rules (established by each team)
- Introductions
  - Members= 30 seconds
  - New Members= 60 seconds
  -
- Key Issues from Last Week
- Progress Reports – a spreadsheet (Appendix VII) is used to report on weekly totals of metrics including:
  - TOTAL HOURS job search this week includes home office, quotes, software, LinkedIn activity, Messaging
  - JOB POSTINGS and quotes to which you responded
  - All Networking Events
  - GENERAL NETWORK search conversations with anyone at all
  - TARGET PEER conversations with insiders at your level
  - DECISION MAKER (& above) initial contact only
  - DECISION MAKER (& above) follow-up contacts with DM'S
  - TOTAL conversations for the week - Total the five categories
  - Decision Maker conversations (job interviews)
  - Highlights of the past week (3)
  - Priorities for next week (3)
- Parking Lot Issues
- Workshop Practice /Information sharing

## Appendix VII: Progress Report for Job Search Work Team

Team Member	TOTAL HOURS Job search this week *includes home office, quotes, software, LinkedIn activity, Messaging	EMPLR. CONT. JOB POSTINGS and quotes #you responded to	NETWORKING		JOB SEARCH CONVERSATIONS					INTERVIEWS		Highlights of the week (3)	Priorities For next week (3)	Other
			All Networking Events	GEN'L NETWORK search conversations with anyone at all	TARGET PEER conversations with insiders at your level	DECISION MAKER (& above) initial contact only	DECISION MAKER (& above) follow-up contacts with DM'S	TOTAL conversation s for the week - Total the five categories	# Decision Maker conversations (job interviews)					
Member 1	30	5	5	10	5	3	3	3	3	21	1	follow up on interview	prep for next interview	
Member 2	25	3	1	3	6	0	0	0	0	9	0	Linked in profile went to top 4%	finish contact list	
Member 3	15	2	3	5	2	0	0	0	0	7	0	catch up on training initiatives	catch up on training initiatives	
Member 4	20	1	5	15	0	0	0	0	0	15	0	SPE MIT seminar #7 Linked in at JS101	Linked in Strategies on Thurs at 10 a.m. at JS 101	
Member 5	20	1	1	2	0	0	0	0	0	2	0	call previous employers	follow up on job application	
Member 6	20	10	1	2	0	0	0	0	0	2	0	contract work	making calls	
Member 7	6	1	0	0	0	0	0	0	0	0	0	MIT seminar #7 made 200 linked in connectio ns	VO phone call apply for a job.	
Member 8	25	0	4	12	1	0	0	0	0	13	0	MIT seminar #7 group of 4-5 to take PE exam formed study group	get back in the game	
Member 9	5	0	2	3	1	0	0	0	0	4	0	set up website & Linked in page for NewCo	finish JOA HGSS Africa conference - Sept. 15, Houston	
Member 10	20	0	0	3	2	0	0	0	0	5	0	Tutoring	teaching myself pro grammers	
Member 11	20	5	2	2	0	0	0	0	0	2	0	MIT Seminar #7 finding an inroad to a target company	follow up with COO work on resume work on contacts	
Member 12	25	1	2	15	2	0	0	0	0	17	0	URTEC in SA	interview cancel outside event cancel from recruiters follow up with recruiter	
Member 13	20	3	2	7	1	1	1	1	1	10	0	MIT Seminar #7 working on MIT website conversation w/recruiter	-giving a paper at GCAGS in Sept., prepping more networking w' headhunters & previo us employers	
Member 14	20	3	2	10	1	1	1	0	0	12	0	URTEC in SA - asked questions, got recognized		
Member 15	24	1	2	6	1	1	1	0	0	8	0	URTEC in SA		
Member 16	10	4	3	12	0	0	0	0	0	12	0	URTEC in SA SPE GCS JSWT		
Member 17														
Member 18										0				
Member 19										0				
Member 20										0				
AVERAGE per week for group	19	3	2	7	1	0	0	0	0	9	0			

## Appendix VIII: Message seeking volunteers

### **SPE-GCS High School Volunteer Mentoring Program**

Interested in supporting your local high school in science and math? SPE-GCS has a program that will meet your aspirations!

**Leader:** Dick Murphy (SPE-GCS member, retired Marathon Oil Company engineer) – [stancal@windstream.net](mailto:stancal@windstream.net) - Contact him!

**What Is This?** Volunteer tutors work closely with the teachers in the classroom, helping to explain the concepts to the students and giving them more individual attention.

**Focus:** Physics, Chemistry, Biology, Math – mainly “on-level” classes, some AP

**Where?** All Fort Bend ISD High Schools & Katy ISD: Taylor High School. You don't have to be a resident of these school districts in order to volunteer there.

**Requirement?** Science, Engineering or Business degree

**Commitment?** One hour of one day per week or more for a semester; which weekday is flexible. A commitment of five hours/week ensures continuity of effort, and gains trust of teachers and students. If you are interested in additional information on this, [please watch this video](#).

**Please send the following information to Dick Murphy. Dick will arrange to meet with the volunteers to supply additional information about the program.**

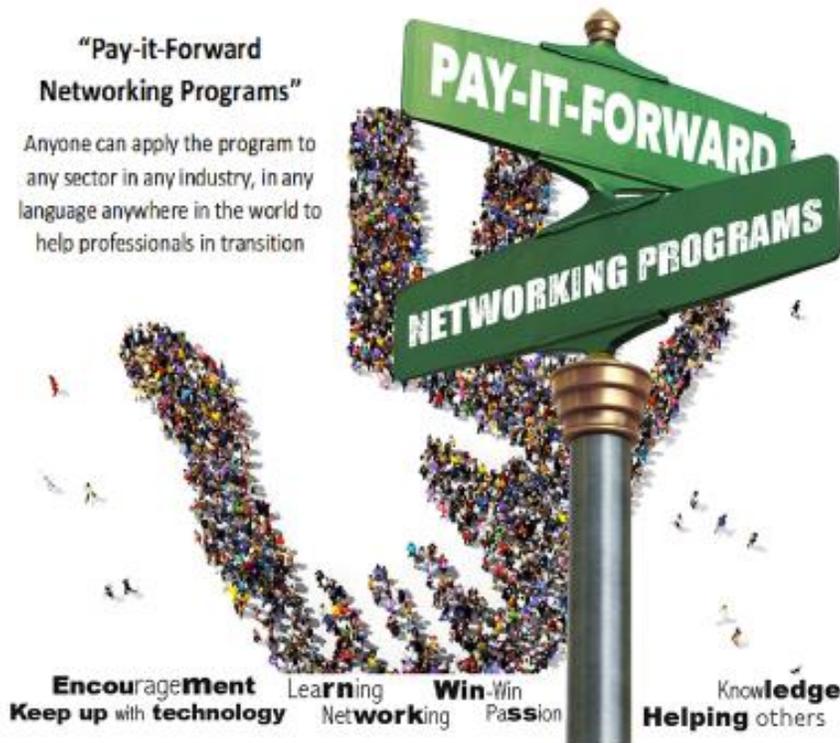
- Name
- Email Address
- Contact Phone Number
- Degree(s)
- Which school district are you interested in helping: FBISD or KISD
- Subject matter of interest: Math, Biology, Chemistry, Physics, Computer Science

# “Pay-it-Forward Networking Programs” Initiatives



## “Pay-it-Forward Networking Programs”

Anyone can apply the program to any sector in any industry, in any language anywhere in the world to help professionals in transition



“Let each of you look not only to his own interests, but also to the interests of others.”

Philippians 2:4

# **“Pay-it-Forward Networking Programs”**

## **Mission, Roles/Responsibilities & Vision for Success**

### **The Mission:**

- The mission of the “Pay-it-Forward Networking Tours” program is to bring professionals in transition and sponsoring companies together to a win-win situation for both. Companies get to showcase their technology and product lines, and or their knowledge by investing their time with professionals (potential future employees and future customers), encouraging & helping them keep-up to date with today’s processes and technologies. The program is made of volunteers; while anyone can help, the events can only be attended by personnel in job transition.

### **Roles & Responsibilities:**

- It is every participant’s responsibility to help others, such as our fellow professionals in transition.
- It is for everyone to engage with companies of any oil and gas sector (upstream, midstream, downstream) or any industry, and present the opportunity that the “Pay-it-Forward Networking Tours” provides them to a win-win result for both, the professionals in transition and the sponsoring companies.

### **The success of the “Pay-it-Forward Networking Programs” depends on the following:**

- 1) The focus of the program....“TO HELP OTHERS”** that is, and
- 2) “The passion”** of those leading it. While it seems that “attending tours and networking” are the goals to be achieved, these are only the result of helping others. Removing the focus of “helping others” will bring this program to failure.
- 3) Being professional** in everything that we do.
- 4) Be consistent with everything about the program:**
  - A. Continue without deviation from **The Guiding Principle:** “Let each of you look not only to his own interests, but also to the interests of others.” Philippians 2:4
  - B. Program titles must be written as follows:
    - i. “Pay-it-Forward Networking Programs”
    - ii. “Pay-it-Forward Networking Tours”
    - iii. “Pay-it-Forward Training”
    - iv. “Pay-it-Forward Panel”
  - C. Logos will remain as currently designed (see attached Power Point):



Logos Pay It Forward Programs1.

Anyone who desires to participate in the “Pay-it-Forward Networking Tours” must go through the PiFNT orientation. Following are the program orientation steps:

1. Ask the person if he/she is in transition.

- A. Most who desire to be in the program are in transition. Explain that although anyone can help, the professionals invited to tour presentations are ONLY personnel in job transition.
  - B. There may be a few people who are generating income. Explain that while the “Pay-it-Forward Networking Tours” are only to be attended by professionals in transition, they may be interested in the “Pay-it-Forward Training” initiative (see explanation of this initiative later in this document).
2. Tell the person your 30 seconds’ elevator speech.
3. Ask the person to tell you his/her 30 seconds’ elevator speech.  
Getting to know each other’s stories give you a chance to remember details to help each other in the event of job opportunities.
4. Briefly convey the history of the “Pay-it-Forward Networking Tours”:  
*The program was initially called “Pay-it-Forward During the Downturn”, and had its beginning as Carlos A. Pineda was advised by his employer that his position was coming to an end. Soon after his last day working, in February 2016 Carlos reached-out to many friends in the upstream sector of the completion community of the oil and gas industry asking them 1) to be a key part of preventing knowledge loss in the industry, 2) to help people in the job search to continue learning while in the transition period. Later as a few companies saw the win-win benefit for both sides, a group of four professionals got together with the purpose of planning, expanding to other sectors and keep accountability within the program. With the help of professionals in transition engaging their friends working for service companies, the program then began expanding to the upstream and midstream sectors of the oil & gas industry. The initiative has resulted in that many companies have opened the doors since the first one in April 7, 2016 with very professional presentations and tours. Companies also from other sectors have seen the Pay-it-Forward benefit, and many continue to signed up to be a sponsor.*
5. Tell the person that the focus of the program **IS NOT** “going on company tours” nor it is to “Learn as we Network”.....**The focus of the “Pay-it-Forward Networking Programs” is “TO HELP OTHERS”** (this phrase must be repeated a few times during the conversation). The focus of the “PiFN Programs” is as serious as saying that “if helping others is not in their mind, then the “PiFN Programs” is not for them.
  - A. Ask the person what he/she thinks about the focus of the program.
  - B. The person may request an explanation for “how to help others” “what is the expectation”. Explain that helping others can be as simple as “encouraging”.
6. Explain that there are guidelines to be in the program....explain that the guidelines have already been discussed, however you would like to repeat them in different words:

Guideline #1: Help your friends, specially but not limited those who are in transition.

- A. Invite them to have coffee/tea. Discuss anything; get them outside their home at least for a little while, away from their computer.
- B. Invite them to network with you at places with working people.
- C. While there are many ways to help others, tell them that they can use this platform and they are welcome to invite their friends to participate in the “Pay-it-Forward Networking Tours”.

Guideline #2: Engage with friends who are working.

- A. As they engage with those friends, they may explain the “Pay-it-Forward Networking Tours” program and how successful it has been with a win-win for both, the professionals in transition and the sponsoring companies.
- B. Explain that you or other program coordinators can help once the company has agreed to sponsor a presentation or a tour or both.
- C. Explain that a date and time will be needed to be scheduled (an available date will need to be chosen from the “PiFN Programs” Google Calendar). Also questions like the following will need to be asked:
  - i. How many professionals in transition they would like to be invited?
  - ii. What disciplines/expertise does the company would like us to invite?

Guideline #3: A program participant must communicate with one of the program coordinators if he/she landed a job after you have been invited to participate in one of the presentations/tours....We will rejoice with him/her, however you must be taken off the participants’ list, and another professional in transition must take the spot.

- 7. You must confirm the following person’s information:
  - A. Name as written in LinkedIn profile.
  - B. Title, as described in LinkedIn
  - C. Phone number.
  - D. Email address.
  - E. LinkedIn address.

- 8. Explain the “Pay-it-Forward Training”.

Vision:

Share the vast knowledge and expertise of the in-transition community or industry to promote continuous learning.

Mission:

Deliver high quality training at zero cost as a form of Pay-it-Forward.

- 9. Explain the “Pay-it-Forward Panel”. This initiative may not be for everyone. However, it is for everyone who has many years of experience and would like to participate. The “Pay-it-Forward Panel” expands the PiF concept by providing more benefits to both the companies and PiF Participants by brainstorming and helping solve problems at no additional cost.

Vision:

- A. Harness the creative energy and expertise of the in-transition community to potentially innovate our way forward.
- B. Utilize great minds and vast talents of the in-transition population; “a downturn is a terrible opportunity to waste”

Mission:

Match company needs with the best in-transition experts to generate value at zero cost as a form of Pay-it-Forward.

10. Write an email welcoming the New Participant to the “Pay-it-Forward Networking Programs”.

11. Invite the new participant to the “Pay-it-Forward Networking” Google Group.

The "Pay-it-Forward Networking Google Group" will allow distribution of key communication and job postings to all the participants by way of the following email address: [pifn@googlegroups.com](mailto:pifn@googlegroups.com)

12. Give access to the new participant to the Google Drive “Useful Information about the “Pay-it-Forward” Program  
[https://drive.google.com/drive/folders/0B\\_Oh2PUop-HgaDIMLVdsOEp0RVE?usp=sharing](https://drive.google.com/drive/folders/0B_Oh2PUop-HgaDIMLVdsOEp0RVE?usp=sharing)

13. If the participant’s experience fits the description of the “Pay-it-Forward Panel”, send an email requesting the “Pay-it-Forward Panel Participant Information”.

# “Pay-It-Forward Networking Tours”



## **Companies**

- Showcase technologies, product lines, or achievements
- Invest time with professionals in transition

## **Professionals in Transition**

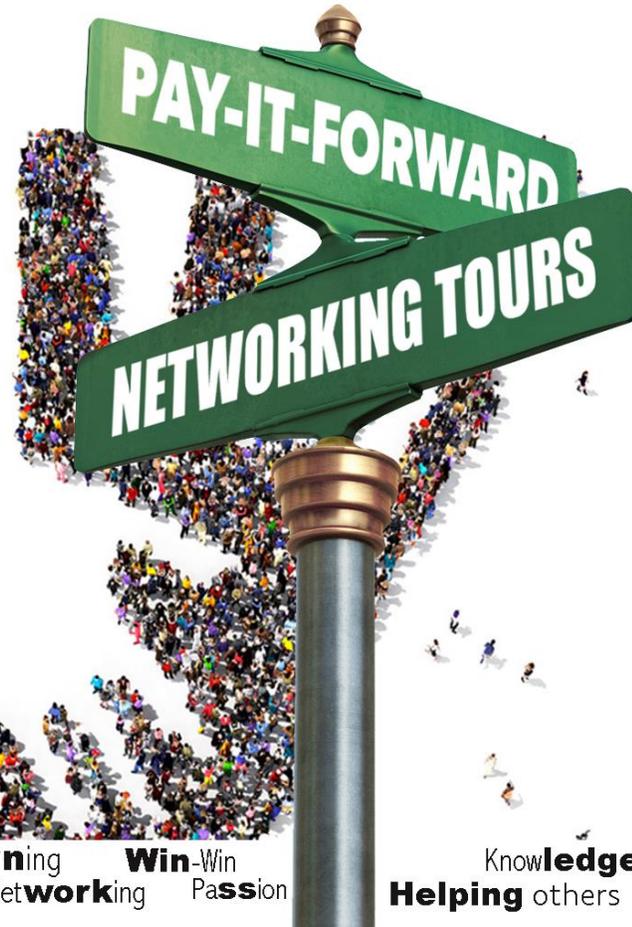
- Share their knowledge with other
- Encourage, engage with companies & help others
- Keep-up to date on latest technologies, processes, lessons learned & best practices

# A Helping Hand that Applies Everywhere



## Pay-It-Forward Networking Tours

Investing Time Showing-Off your  
Facilities and Product Lines  
with Professionals in Transition



**Encouragement** Learning **Win-Win** Knowledge  
**Keep up with technology** **Networking** **Passion** **Helping others**

## “Pay-it-Forward Networking Tours”

Applied to:

- Any sector in any industry
- Any language
- Anywhere in the world

Guidelines have been translated to Spanish.

# “Pay-it-Forward Networking Programs” Initiatives



## “Pay-it-Forward Networking Programs”

Anyone can apply the program to any sector in any industry, in any language anywhere in the world to help professionals in transition

**Encouragement**   **Learning**   **Win-Win**  
**Keep up with technology**   **Networking**   **Passion**   **Knowledge**  
**Helping others**



“Let each of you look not only to his own interests, but also to the interests of others.”

**Philippians 2:4**

# The Guiding Principle



“Let each of you look not only to his own interests, but also to the interests of others.”

Philippians 2:4

# The Win-Win Concept



The concept of the “Pay-It-Forward Networking Tours” program is a win-win for both, the professional in transition and the company sponsoring the presentation and/or tour.

**The professionals** invited to a specific tour presentation are ONLY personnel in job transition keen to stay engaged and eager to learn. Also all candidates are encouraged to volunteer to help finding new sponsors among their working colleagues further staying engaged.

**The sponsoring companies** want to give back to their industry and pay-it-forward to the candidates through their hospitality. In this process they get to uniquely promote their forte to a highly qualified audience who are eager to listen and provide valuable feedback.

We all learn the most when we focus on helping others and in the process we help ourselves even more.

# Win - Win



## Win for the professional in transition:

- Be encouraged and remain engaged with the industry
- Continuous learning during the transition period.
- Possibly find alternative interests by looking outside their work sector.
- Meet and greet the company representatives, typically the management team.
- Network with former colleagues plus meet many other highly qualified people of various disciplines and backgrounds.

## Win for the sponsoring company:

- Help preventing knowledge loss in the industry.
- Meet and greet a team of professionals of their choice of expertise.
- The allotted time will allow the company to promote their facilities and product lines.
- Receive valuable feedback from potential customers for improvements to existing and future products and services.
- Build relationships with potential customers to enhance future business.
- Find potential future employees.
- Make company advocates.

# Program Basic Guidelines



- Although anyone can help, the “Pay-It-Forward Networking Tours” events can ONLY be attended by personnel in job transition.
  - You must communicate with one of the program coordinators if you landed a job after you have been invited to participate in one of the presentations/tours.
- Take time to help others during their job transition.
- Share the “Pay-It-Forward Networking Tours” program with other people in job transition.
- Engage with potential sponsor companies.
  - Take time to thank the sponsoring company, whether you are the coordinator, or one of the participants.

# Process for Inviting Participants



Everyone is encouraged to engage with friends who are working, and explain how the "Pay-it-Forward Networking Tours" program works. Ask them if their company is willing to participate by sponsoring a tour.

1. The person engaging with that particular company gets to coordinate. Participants can also volunteer to help with the coordination of a particular presentation and or tour.
  - Calling is the best way, as you get to be the first one in the list, and also network with several participants in transition, also resulting in being able to help each other.
2. The coordinator will ask the sponsoring company "how many to invite" and "disciplines they would like to be invited".
  - The coordinator then sorts the list of participants in transition according to discipline category.
  - The coordinator chooses to either call or communicate by email with the people in the sorted list, until he/she completes the team. The preferred way is for the coordinator to call the people in the sorted list at random, as he/she gets to tell them his/her 30 sec. speech and also gets to hear theirs....resulting in keeping an eye out for one another (this is a very effective way of networking).
  - If the coordinator chooses to write to all the people in the sorted list, he/she assembles the team in a "first responder first included in the list" basis....others are listed as back-up participants in case a spot opens.

Everyone is encouraged to engage with friends who are working in other industries, as this allows many more people in the list get invited, especially those with special or transferrable expertise.

A Google calendar has been set up for everyone in the list to see the schedule of presentations/tours. If you see one you are interested in, you are welcome to call the coordinators and ask to be invited.

# Everybody Wants to Help They just Don't Know How to Help.



- We can't help everyone, but everyone can help someone.

*Ronald Reagan*

- Which Is Greater, The Number Of Sand Grains On Earth Or Stars In The Sky?

*Does it matter? Wouldn't you want to be the first grain of sand to make a beach or the first star to make a galaxy?*

You can be the drop that starts the ripple.

# Do's & Don'ts



- **Do** contact all of your friends in potential sponsor companies.
- **Do** call first and explain the program, and then follow-up with an email.
- **Do** follow-up if you don't hear or read from them.
- **Do** ask to set a Save the Date (give them a couple of alternative dates).
- **Do** get a contact name and phone number if your friend delegates the potential tour.
- **Do** send a thank-you email after the company provides you the confirmation date.
- **Do** send a thank-you email after the tour/presentation.
- **Do** send a text or email to the coordinator if you will not be able to attend a presentation/tour

- **Don't** assume the company will not be able or don't want to help. You will never know if you don't ask.
- **Don't only** write an email explaining the program and hope they will reply.
- **Don't** wait too long in between follow-up calls...it is better to ask when it would be proper to call back.
- **Don't** only wait for others to engage with companies, give of your time to help others.
- **Don't** assume that it is ok not to communicate if you will not be able to attend a presentation/tour. Your spot could be given to another professional in transition waiting to be invited. Besides, the sponsoring company has received your name as an attendee and is expecting you.

# Type of Information to Capture When Engaging a Sponsor Company



- Company
- Company Contact
- Company Contact Title
- Email Address
- Phone Number
- Initial Contact Date
- Date of Event
- Event Time
- Presentation (Y or N)
- Tour (Y or N)
- Quantity of Invitees
- Discipline Required

Once the date is confirmed, then you are ready to make the team by calling the people who fit the discipline required (The program coordinators can help you with a list of participants)

# DRAFT Follow-Up Letter



You are more than welcome to edit it in your own words. I normally try to speak to a key person in the organization, then follow up with this email.

++++++

Mr. or Mrs. XXXXXX, it was a pleasure discussing how to help others with our expertise. Here I am sharing the information you and I discussed on the subject matter.

Taking time to listen and considering helping the industry is already an encouragement, however I can tell you from experience that opening time for a group of professionals in transition is even better for both sides.

With steps like this you will also be helping our industry keep the experienced personnel updated and encouraged; I also expect many benefits for you and your company, such as getting to know professionals of different disciplines, as well as to show-off what you know best, promote your installations and products.

As I am currently in transition and in a job search I have also met many good people in the same situation. I have been engaging with companies to learn more about what they do so that when I land a job, I can be more knowledgeable and perhaps even stir business back to those companies that took a little time with me during this transition time. I have also engaged different professionals at different levels, and I can assure you that you will be impressed with the team.

Below is the mission and history on the program:

<https://www.linkedin.com/pulse/pay-it-forward-networking-tours-mission-history-carlos-a-pineda?published=u>

Would it be possible to spend 5 minutes on the phone or over coffee next week to coordinate (date, qty of attendees, personnel discipline you would like to be invited, etc.)? My cell number is below, or email me back and advise with a good day and time for me to call.

As you may read in the Oilpro write-up, **the Intent of the “Pay-It-Forward Networking Tours” program is a win-win for both, the personnel in transition and the company sponsoring.**

I look forward to serving the Oil & Gas Industry together.

# List of Attendees' Experience Must Meet the Company's Request



- The program coordinators will help you assemble the team of professionals in transition (see coordinator names below for questions or assistance).
- Your title in your LinkedIn profile is the first thing employers will notice...it may be your first exposure to the sponsoring company.
- Following is an example of the type of information to be sent to the sponsoring company once the team of attendees is assembled:

Job Seeker Name	Job Seeker Title	Job Seeker email	Job Seeker Phone Number	LinkedIn Address
Carlos Pineda	Global Director, Completions Project Manager & Well Completions Advisor	<a href="mailto:carlos.a.pineda777@gmail.com">carlos.a.pineda777@gmail.com</a>	281-748-9255	<a href="https://www.linkedin.com/in/carlos-a-pineda">https://www.linkedin.com/in/carlos-a-pineda</a>
Dean Oneal	Global Completion Advisor	<a href="mailto:deanoneal3@gmail.com">deanoneal3@gmail.com</a>	832-600-0446	<a href="https://www.linkedin.com/in/dean-oneal-4907b932">https://www.linkedin.com/in/dean-oneal-4907b932</a>
Wayne Mausbach	When your manufacturing "Feels a Need for Speed"	<a href="mailto:wmausbach@yahoo.com">wmausbach@yahoo.com</a>	713-906-8411	<a href="https://www.linkedin.com/in/waynemausbach">https://www.linkedin.com/in/waynemausbach</a>
Brian W. Cho, PMP	Completions Expert Focused on Innovating Ways to Reduce Lift Cost & Maximize ROI	<a href="mailto:bcho4291@gmail.com">bcho4291@gmail.com</a>	832-520-4291	<a href="https://www.linkedin.com/in/brianwcho">https://www.linkedin.com/in/brianwcho</a>

# Mission & History



- You are welcome to use the following:

The following post describes the program (also includes a link to a write-up published by Oilpro):

<https://www.linkedin.com/pulse/pay-it-forward-networking-tours-mission-history-carlos-a-pineda?trk=hp-feed-article-title-share>

# The Returning Blessings are Abundant



“But seek first His kingdom and His righteousness,  
and all these things will be added to you.”

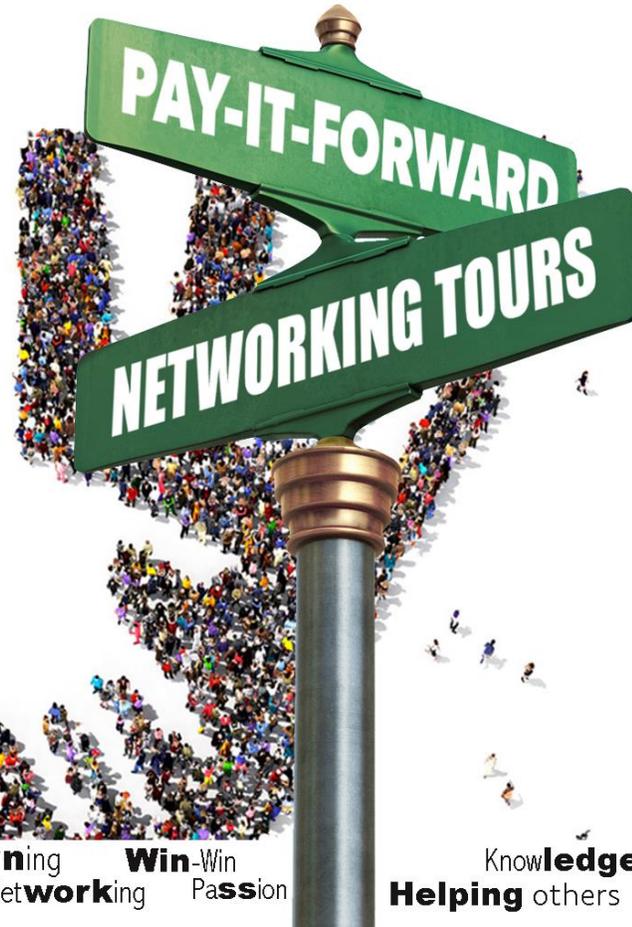
Matthew 6:33

# A Helping Hand that Applies Everywhere



## Pay-It-Forward Networking Tours

Investing Time Showing-Off your  
Facilities and Product Lines  
with Professionals in Transition



**Encouragement** Learning **Win-Win** Knowledge  
**Keep up with technology** **Networking** **Passion** **Helping others**

## “Pay-it-Forward Networking Tours”

Applied to:

- Any sector in any industry
- Any language
- Anywhere in the world

Guidelines have been translated to Spanish.

# “Pay-It-Forward Networking Tours”



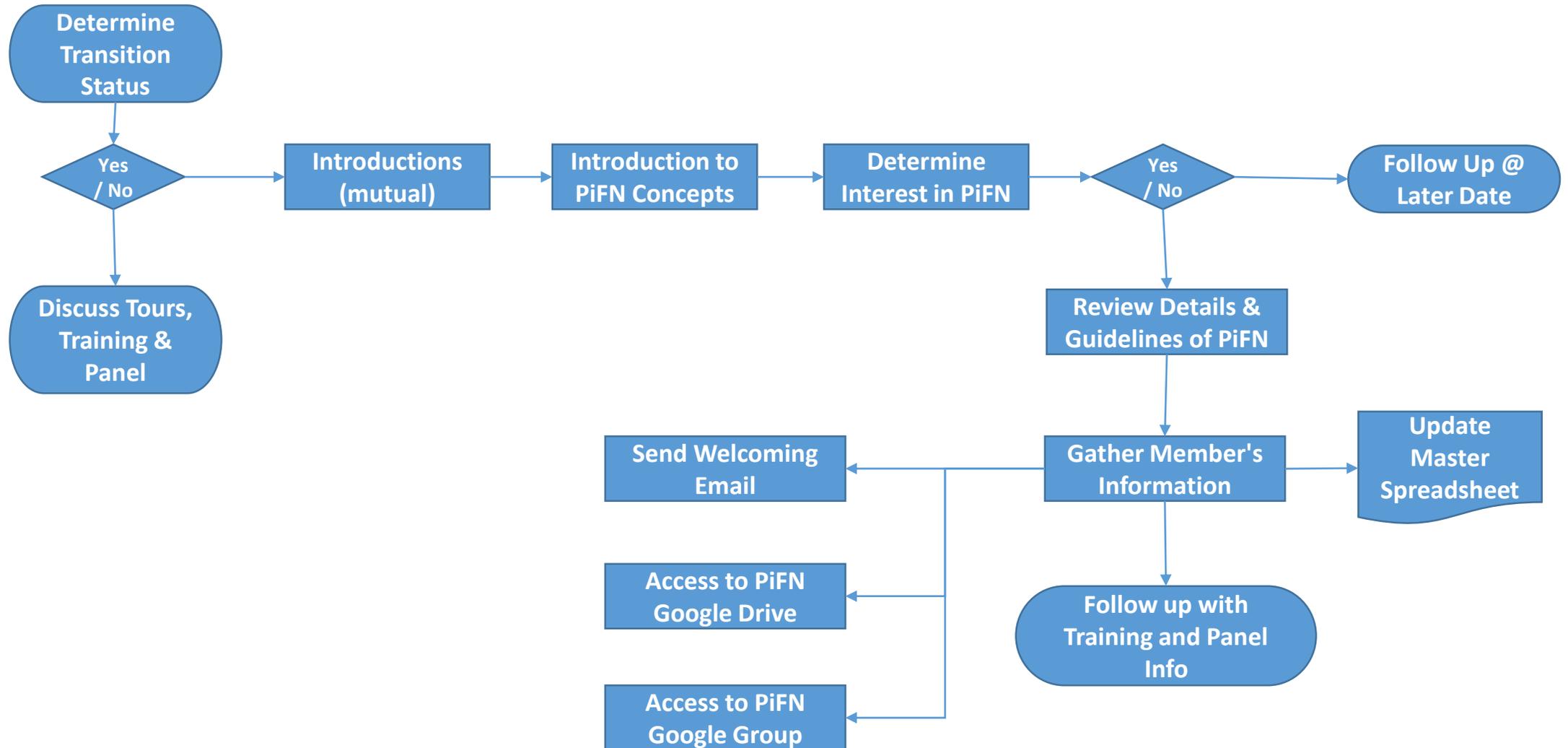
## **Companies**

- Showcase technologies, product lines, or achievements
- Invest time with professionals in transition

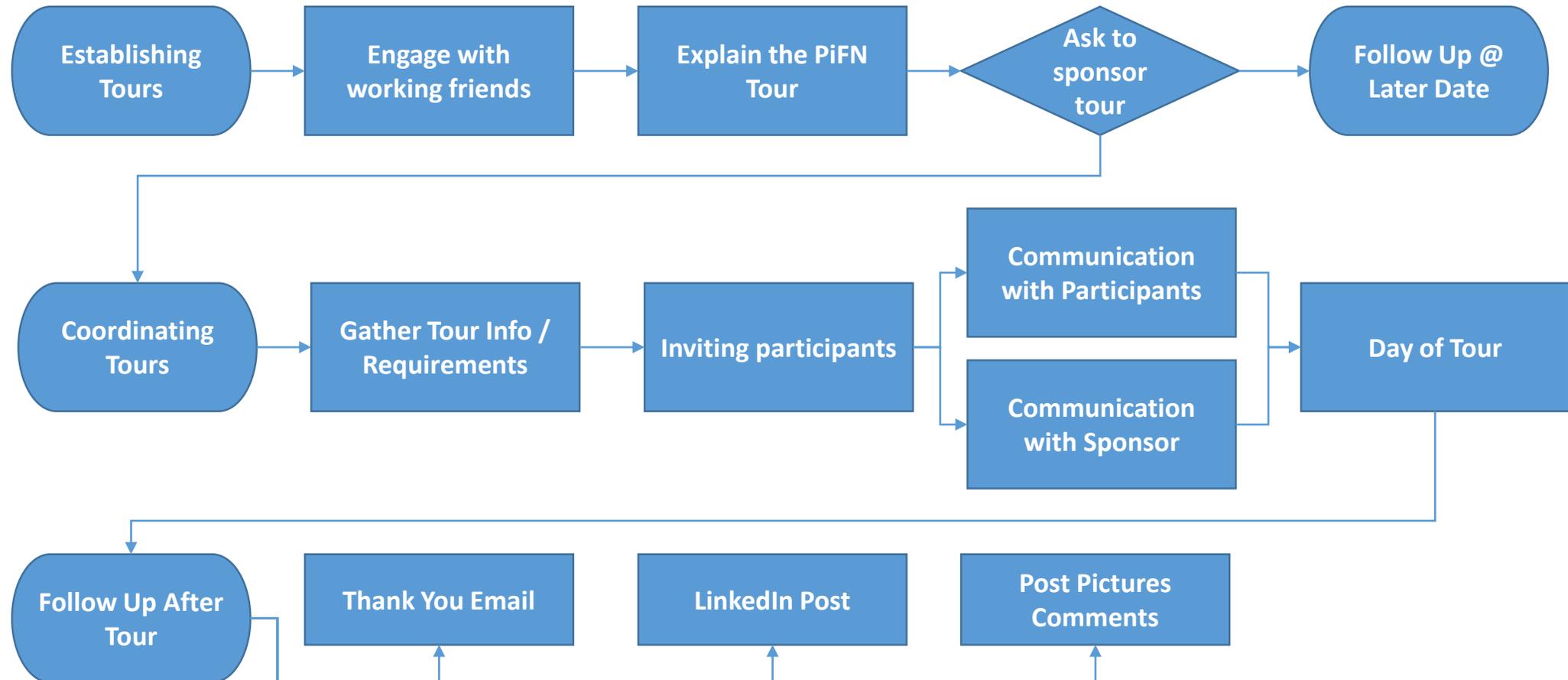
## **Professionals in Transition**

- Share their knowledge with other
- Encourage, engage with companies & help others
- Keep-up to date on latest technologies, processes, lessons learned & best practices

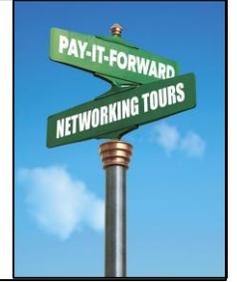
# “Pay-it-Forward Networking Tours” Communication with Participants



# “Pay-it-Forward Networking Tours” Communications



# Participants Communication Details



## Determine Transition Status

- Most who desire to be in the program are in transition. Explain that although anyone can help, the professionals invited to tour presentations are ONLY personnel in job transition.
- There may be a few people who are generating income. Explain that while the “Pay-it-Forward Networking Tours” are only to be attended by professionals in transition, they may be interested in the “Pay-it-Forward Training” initiative (see explanation of this initiative later in this document).

## Introductions

- Getting to know each other’s stories give you a chance to remember details to help each other in the event of job opportunities

## Introduction to PiFN Concepts

- The program was initially called “Pay-it-Forward During the Downturn”, and had its beginning as Carlos A. Pineda was advised by his employer that his position was coming to an end. Soon after his last day working, in February 2016 Carlos reached-out to many friends in the upstream sector of the completion community of the oil and gas industry asking them 1) to be a key part of preventing knowledge loss in the industry, 2) to help people in the job search to continue learning while in the transition period.
- Later as a few companies saw the win-win benefit for both sides, a group of four professionals got together with the purpose of planning, expanding to other sectors and keep accountability within the program. With the help of professionals in transition engaging their friends working for service companies, the program then began expanding to the upstream and midstream sectors of the oil & gas industry.
- The initiative has resulted in that many companies have opened the doors since the first one in April 7, 2016 with very professional presentations and tours. Companies also from other sectors have seen the Pay-it-Forward benefit, and many continue to signed up to be a sponsor.
- Tell the person that the focus of the program IS NOT “going on company tours” nor it is to “Learn as we Network”.....The focus of the “Pay-it-Forward Networking Programs” is “TO HELP OTHERS” (this phrase must be repeated a few times during the conversation). The focus of the “PiFN Programs” is as serious as saying that “if helping others is not in their mind, then the “PiFN Programs” is not for them.

# Participants Communication Details (2)



## Determine Interest in PiFN

- Ask the person what he/she thinks about the focus of the program.
- The person may request an explanation for “how to help others” “what is the expectation”. Explain that helping others can be as simple as “encouraging”.

## Review Details & Guidelines of PiFN

- Explain that there are guidelines to be in the program....explain that the guidelines have already been discussed, however you would like to repeat them in different words:
- Guideline #1: Help your friends, specially but not limited those who are in transition.
  - Invite them to have coffee/tea. Discuss anything; get them outside their home at least for a little while, away from their computer.
  - Invite them to network with you at places with working people.
  - While there are many ways to help others, tell them that they can use this platform and they are welcome to invite their friends to participate in the “Pay-it-Forward Networking Tours”.
- Guideline #2: Engage with friends who are working.
  - As you engage with those friends, you may explain the “Pay-it-Forward Networking Tours” program and how successful it has been with a win-win for both, the professionals in transition and the sponsoring companies.
  - Explain that you or other program coordinators can help once the company has agreed to sponsor a presentation or a tour or both.
  - Explain that a date and time will be needed to be scheduled (an available date will need to be chosen from the “PiFN Programs” Google Calendar). Also questions like the following will need to be asked:
    - How many professionals in transition they would like to be invited?
    - What disciplines/expertise does the company would like us to invite?
- Guideline #3: A program participant must communicate with one of the program coordinators if he/she landed a job after you have been invited to participate in one of the presentations/tours....We will rejoice with him/her, however you must be taken off the participants’ list, and another professional in transition must take the spot.

# Participants Communication Details (3)



## Gather Member's Info & Update Master Spreadsheet

- Name as written in LinkedIn profile.
- Title, as described in LinkedIn
- Phone number.
- Email address.
- LinkedIn address.

## Welcome Email

- Explain the “Pay-it-Forward Panel”. This initiative may not be for everyone. However, it is for everyone who has many years of experience and would like to participate.
- The “Pay-it-Forward Panel” expands the PiF concept by providing more benefits to both the companies and PiF Participants by brainstorming and helping solve problems at no additional cost.
  - Vision:
    - Harness the creative energy and expertise of the in-transition community to potentially innovate our way forward.
    - Utilize great minds and vast talents of the in-transition population; “a downturn is a terrible opportunity to waste”
  - Mission:
    - Match company needs with the best in-transition experts to generate value at zero cost as a form of Pay-it-Forward.

## Access to PiFN Google Drive

- Give access to the new participant to the Google Drive “Useful Information about the “Pay-it-Forward Program”
  - [https://drive.google.com/drive/folders/0B\\_Oh2PUop-HgaDIMLVdsOEpORVE?usp=sharing](https://drive.google.com/drive/folders/0B_Oh2PUop-HgaDIMLVdsOEpORVE?usp=sharing)

## Access to PiFN Google Group

- The "Pay-it-Forward Networking Google Group" will allow distribution of key communication and job postings to all the participants by way of the following email address: [pifn@googlegroups.com](mailto:pifn@googlegroups.com)

# Tour Communications Details (1)



## Engaging with Working Friends

- Everyone is encouraged to engage with friends who are working, and explain how the "Pay-it-Forward Networking Tours" program works. Ask them if their company is willing to participate by sponsoring a tour.
- Everyone is encouraged to engage with friends who are working in other industries, as this allows many more people in the list get invited, especially those with special or transferrable expertise.
- Do call first and explain the program, and then follow-up with an email.
- Do follow-up if you don't hear or read from them.
- Don't assume the company will not be able or don't want to help. You will never know if you don't ask.
- Don't only write an email explaining the program and hope they will reply.
- Don't wait too long in between follow-up calls...it is better to ask when it would be proper to call back.
- Don't only wait for others to engage with companies, give of your time to help others.

## Explain the PiFN Tour

- Sponsoring companies
  - Give back to their industry and pay-it-forward to candidates through hospitality
  - Uniquely promote their forte to a highly qualified audience eager to listen and provide valuable feedback
  - Help preventing knowledge loss in the industry.
  - Meet and greet a team of professionals of their choice of expertise.
  - The allotted time will allow the company to promote their facilities and product lines.
  - Receive valuable feedback from potential customers for improvements to existing and future products and services.
  - Build relationships with potential customers to enhance future business.
  - Find potential future employees.
  - Make company advocates.
- Professionals - ONLY personnel in job transition
  - Invited to a specific tour presentation are keen to stay engaged and eager to learn.
  - Encouraged to volunteer to finding new sponsors among their working colleagues
  - Be encouraged and remain engaged with the industry
  - Continuous learning during the transition period.
  - Possibly find alternative interests by looking outside their work sector.
  - Meet and greet the company representatives, typically the management team.
  - Network with former colleagues plus meet many other highly qualified people of various disciplines and backgrounds.

# Tour Communications Details (2)



## Gather Tour Info / Requirements

- The coordinator will ask the sponsoring company “how many to invite” and “disciplines they would like to be invited”.
- Other info to collect; Company Contact; Company Contact Title; Email Address; Phone Number; Initial Contact Date; Date of Event; Event Time; Presentation (Y or N); Tour (Y or N); PPE Required (Y or N)

## Inviting participants

- The person engaging with that particular company gets to coordinate. Participants can also volunteer to help with the coordination of a particular presentation and or tour.
- Once the date is confirmed, then you are ready to make the team by calling the people who fit the discipline required (the program coordinators can help you with a list of participants)
- Calling is the best way, as you get to be the first one in the list, and also network with several participants in transition, also resulting in being able to help each other.
- The coordinator then sorts the list of participants in transition according to discipline category.

## Communication with Participants

- The coordinator chooses to either call or communicate by email with the people in the sorted list, until he/she completes the team. The preferred way is for the coordinator to call the people in the sorted list at random, as he/she gets to tell them his/her 30 sec. speech and also gets to hear theirs....resulting in keeping an eye out for one another (this is a very effective way of networking).
- If the coordinator chooses to write to all the people in the sorted list, he/she assembles the team in a “first responder first included in the list” basis....others are listed as back-up participants in case a spot opens.
- LinkedIn title is the first thing employers will notice...it may be your first exposure to the sponsoring company
- Do send a text or email to the coordinator if you will not be able to attend a presentation/tour

## Communication with Sponsors

- List of Attendees’ Experience Must Meet the Company’s Request
- Draft follow up letters (initial, after date is set and confirmation – see examples)
- Information to be sent to the sponsoring company once the team of attendees is assembled
- ....

# Tour Communications Details (3)



## Communication with Sponsors

- List of Attendees' Experience Must Meet the Company's Request
- Draft follow up letters (initial, after date is set and confirmation – see examples)
- Information to be sent to the sponsoring company once the team of attendees is assembled

## • Day of Tour

- Attendance
- Introductions
- Photos
- Thanks You

## • Post Tour Activates

- Thanks you emails and notes
- LinkedIn Post
- Posting Pictures to Google Drive

# “Pay-it-Forward Networking Tours” Flow of Communication



# “Pay-it-Forward Training”



The “Pay-it-Forward Training” expands the PiF Networking concept by sharing expertise within professionals in the work force and professionals in-transition.

Applied to:

- Any sector in any industry.
- Any language
- Anywhere in the world



## Vision:

- Share the vast knowledge and expertise of the in-transition community or industry to promote continuous learning.

## Mission:

- Deliver high quality training at zero cost as a form of Pay-it-Forward.

**A win-win knowledge share CONCEPT!**

# “Pay-it-Forward Training”



Applied to:

- Any sector in any industry.
- Any language
- Anywhere in the world



Continue to learn during your career transition from other highly qualified professionals.

Volunteer to train other professionals and supercharge your networking efforts.

Professionals in-transition and personnel in the work force are invited to Learn & Train

**A win-win knowledge share CONCEPT!**

# The Guiding Principle



“Let each of you look not only to his own interests, but also to the interests of others.”

Philippians 2:4

# “PiF Network”: Experience / Degree / Work Sector



## Degrees (33) Petroleum / Mechanical / MBA / Chemical / Finance

Degree	#	Degree	#
BSc Pet Eng	14	MS Pet Eng	1
BSc ME	11	MSc & BSc Pet Eng	1
BSc	6	MSc ChE	1
MBA	4	MSc Geoph	1
BSc ChE	3	MSc Geosciences	1
BA	2	MSc GeoTech/Env	0
MSc Fin	2	MSc ME	1
AS	1	MSc Pet Eng	1
BS Acc	1	n/a	1
BSc EE	1	PhD	1
BSc Env Geology	1	PhD CE	1
BSc IE	1	PhD ChE	1
BSc Physics	1	PhD Geoph	1
BSEET	1	PhD ME	1
MA Econ	1	PhD Pet Chem	1
MPH	1	PhD Pet Eng	1
MS Geology	1		

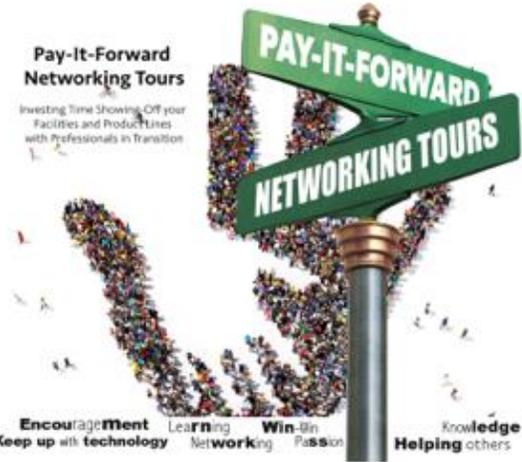
## Work Sectors (42) Drilling / Completions / Production / Reservoir / Physics

Work Sector	#	Work Sector	#
Drilling	22	Finance	1
Completions	17	Fishing	1
Production	13	Fluid	1
Reservoir	7	Geochemistry	1
Physics	5	Geomechanics	1
Intervention	4	Logistics	1
IT	4	Multilaterals	1
Geophysics	3	Operations	1
HSE	3	Perforating	1
Chemical	2	Petrochemistry	1
Geology	2	Petrophysics	1
Software	2	Petrotechnical	1
Stimulation	2	Production	1
Well Intervention	2	Quality	1
Accounting	1	Remedial	1
Civil Eng	1	Reservoir Production	1
Commodities	1	Riser Systems	1
Construction	1	SubSea	1
Downhole Tools	1	Trading environment	1
Coring	1	Transportation	1
Evaluation	1	Wireline	1

# “Pay-it-Forward Training”

## Pay-It-Forward Networking Tours

Investing Time Showing Off your  
Facilities and Product Lines  
with Professionals in Transition



Continue to learn during your career transition from other highly qualified in-transition professionals.

Volunteer to train other in-transition professionals what you know and supercharge your networking efforts.

**A win-win knowledge share CONCEPT  
Encourage and Help Others!**



# Pay-it-Forward Training

**In-transition professionals training other in-transition professionals  
A win-win knowledge share concept to help and encourage others!**



# A Helping Hand that Applies Everywhere



## Pay-It-Forward Networking Tours

Investing Time Showing-Off your  
Facilities and Product Lines  
with Professionals in Transition



**Encouragement**   Learning   **Win-Win**   Knowledge  
**Keep up with technology**   Net**working**   **Passion**   **Helping** others

Like the “Pay-It-Forward  
Network Tours” Program...

The “Pay-It-Forward Training”  
concept can be applied to any  
sector, any industry, any  
language, anywhere in the  
world.

# Win – Win Intersections



## Win for the trainer:

- Be encouraged by focusing on your strength.
- Continue to use and practice your skills
- Further develop skills and expertise during the transition period.
- Contribute expertise and grow others and strengthen personal brand.
- Build new network connections with the attendees and possibly be discovered by employers.
- Collaborate and develop work relationships with other highly qualified in-transition experts.

## Win for the trainee:

- Be encouraged by learning a new specialty or brushing up old ones.
- May gain fresh new perspectives on familiar topics.
- Proactively meet and interact with with other highly effective professionals.
- Get to meet and know the speakers who are industry leaders and subject matter expert.
- Help prevent knowledge loss in the industry.

# Past “Pay-it-Forward Training” Events



Session #	Date	Volunteer Trainer	Training Category	Title of Training / Talk	# of Attendees
1	9-Sep	Aaron Burton	Unconventional Completions	Unconventional Oil and Gas Training: “An Overview of Multistage Completions for Hydraulic Fracturing”	26/30
2	10-Oct	Larry Tew Jamie McElravy	Entrepreneurship	“LLC from and Accountant's Point of View Training”	29/35
3	11-Oct	Fabian Vera	Well Testing	Introduction to Practical Well Transient Testing	23/23
4	13-Oct	Aaron Burton	Unconventional Completions	Unconventional Oil and Gas Training: “An Overview of Multistage Completions for Hydraulic Fracturing”	35/52
5	21-Oct	Carlos Pineda Dean Oneal Maggie Dalthorp	Completions & Sand Control	"What is Well Completions" a set up for Sand Control Talk "Overview of Sand Control" "Geologic input provides valuable information to define 'sanded up'"	43/78
6	28-Oct	Rajan Chokshi	Artificial Lift	Artificial Lift & Production Optimization Primer	52/85
7	7-Nov	Francis Gradijan Addrienne Leigh	Entrepreneurship	Developing our Plan B	22/33
8	11-Nov	Mandouh Shebl	Unconventional Reservoir	Introduction to Unconventional Reservoir Characterization	55/88
9	14 Nov	Ruben Martinez Khedher Mellah	Job Search & Reliability	30-60-90 Day Plan and Oilfield Reliability	25/38
10	19-Nov	Ibraheem Ahmed	Unconventional Reservoir	FracGeo: “Shale Solutions for Engineers, G&G, Management, and Curious Professionals”	78/100
					398/72%

# Questions?



What can you teach to help and encourage others?

# “Pay-it-Forward Panel”



The “Pay-it-Forward Panel” expands the PiF concept by providing more benefits to both the companies and PiF Participants by brainstorming and helping solve problems at no additional cost.



- Enable companies to tap into the creative energy and the large body of technical expertise sitting on the sideline.
- Company poses a problem statements or set of questions important to their business.
- A panel of pertinent in-transition experts are assembled to brainstorm with the company’s panel; encouraging, engaging & collaboratively stimulating each other.
- The in-transition panel works under the direction of the company staff to help with their challenges.
- Objective: add value to company with no strings attached.

# “Pay-it-Forward Panel” Vision & Mission



## **Vision:**

- Harness the creative energy and expertise of the in-transition community to potentially innovate our way forward.
- Utilize great minds and vast talents of the in-transition population; “a downturn is a terrible opportunity to waste”

## **Mission:**

- Match company needs with the best in-transition experts to generate value at zero cost as a form of Pay-it-Forward.

# The Guiding Principle



“Let each of you look not only to his own interests, but also to the interests of others.”

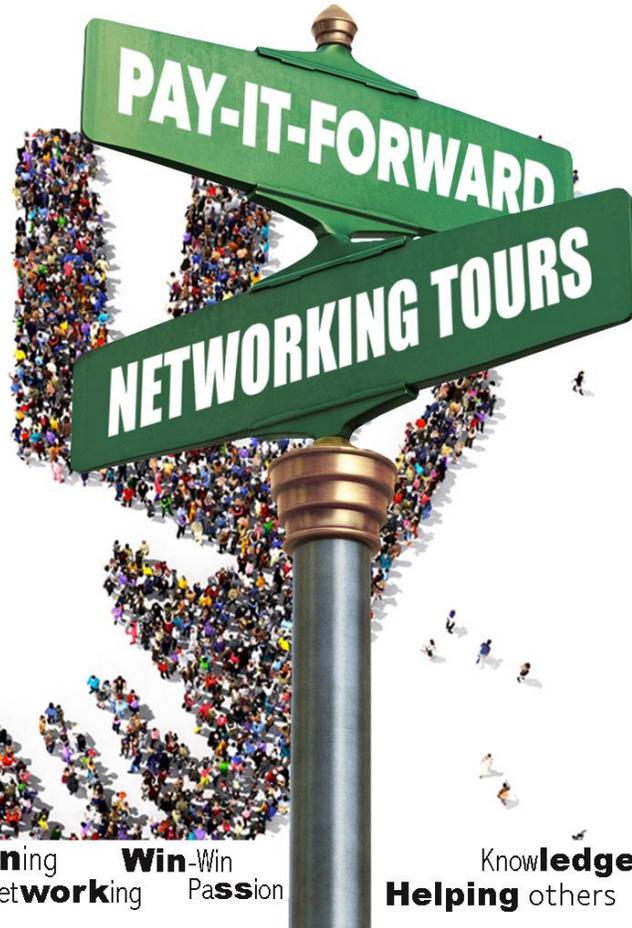
Philippians 2:4

# A Helping Hand that Applies Everywhere



## Pay-It-Forward Networking Tours

Investing Time Showing-Off your  
Facilities and Product Lines  
with Professionals in Transition



**Encouragement**   Learning   **Win-Win**   Knowledge  
**Keep up with technology**   Net**working**   **Passion**   **Helping** others

Like the “Pay-It-Forward  
Network Tours” Program...

The “Pay-It-Forward Panel”  
concept can be applied to any  
sector, any industry, any  
language, anywhere in the  
world.

# The Win-Win Concept



The “Pay-It-Forward Panel” concept is a win-win for both in-transition professionals and the company sponsoring the panel session.

The in-transition Professionals gets to engage and collaborate with the industry’s forward thinkers. Contribute expertise and possibly add great value while further developing their professional network.

Participating Companies gets to tap into an independent out of the box opinions from highly qualified professionals eager to listen, focus, and contribute. This chance interaction between experts and outsiders could provide that injection of new creative energy to solve problems at no cost.

Both sides act in good faith under the pay-it-forward spirit of the program.

# Win – Win Intersections



## Win for the professional in transition:

- Be encouraged and engage deeper with industry's forward thinkers.
- Further develop skills and expertise during the transition period.
- Contribute expertise adding value and strengthen personal brand.
- Build new network connections within the sponsoring companies.
- Collaborate and develop work relationships with other highly qualified in-transition experts.

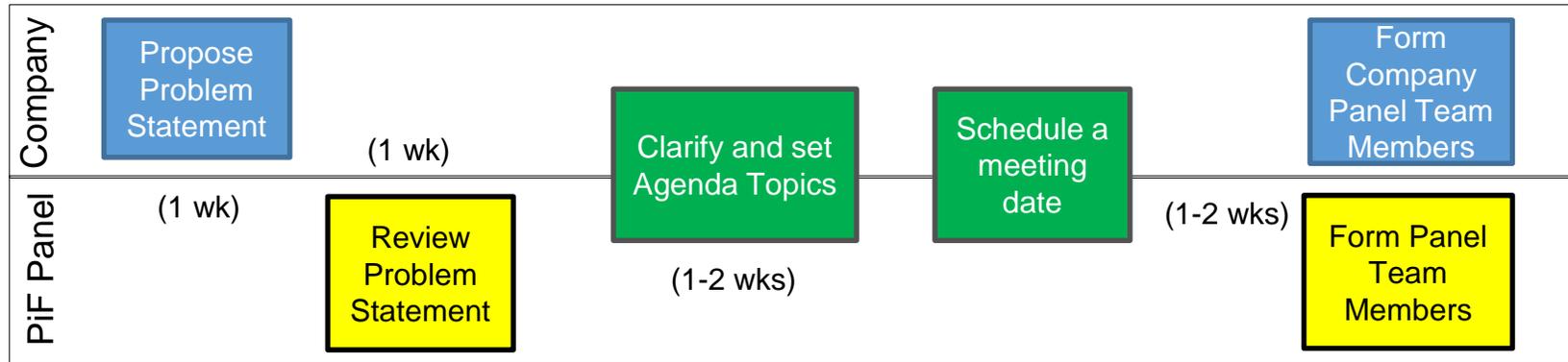
## Win for the sponsoring company:

- Pose a problem or questions to get feedback at no cost.
- Inject fresh independent outsider perspectives to important problems.
- Possibly innovate new solutions through guided brainstorming sessions.
- Make best use of tremendous knowledge and talent sitting on the sidelines.
- Creative method to identify and recruit talent to fill missing skill sets.
- Network and build good will with team of highly effective professional experts.
- Help prevent knowledge loss in the industry.

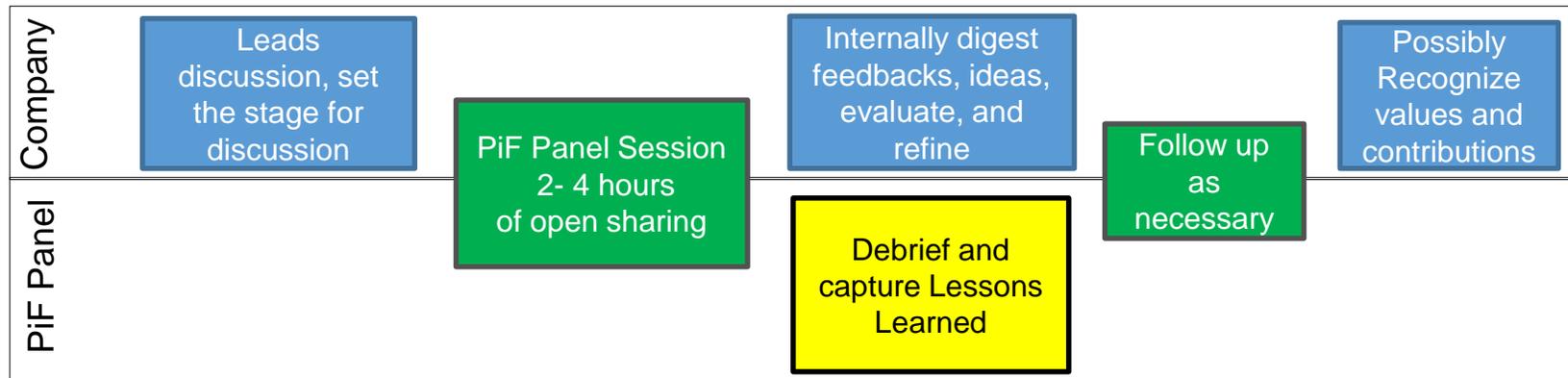
# Proposed “PiF Panel” Session Process



## Preparation for “PiF Panel” Meeting



## PiF Panel Session



CASE STUDY

# “Pay It Forward Panel” Evaluates New Tool Design



Team of experts critique the HZ Tool Catcher in 1 day and provide 16 actionable recommendations to improve operations, safety, and marketing

**Company:** QC Rental LLC owned by Mike Hernandez

**Challenge:** Develop a new service offering cost effectively, safely, and with sound design.

**Pay It Forward Panel:** Expert advice from (1) Safety and Operational Risk Management Engineer, (1) Mechanical Design Engineer, (2) Completions Engineers, (2) Operations Field Engineers.

**Solution:** The Advisory Panel critiqued the HZ Tool Catcher design in 1 day and recommended (16) actions. The list included (6) design changes for operational and safety improvement, (6) procedure improvements, (1) legal, (3) marketing recommendations.

**Results:** The suggested modifications enhanced the tool design and safety without adding operating time while running the service.

QC Rental LLC implemented all recommended actions, and the new service is commercial, on time, and under budget.



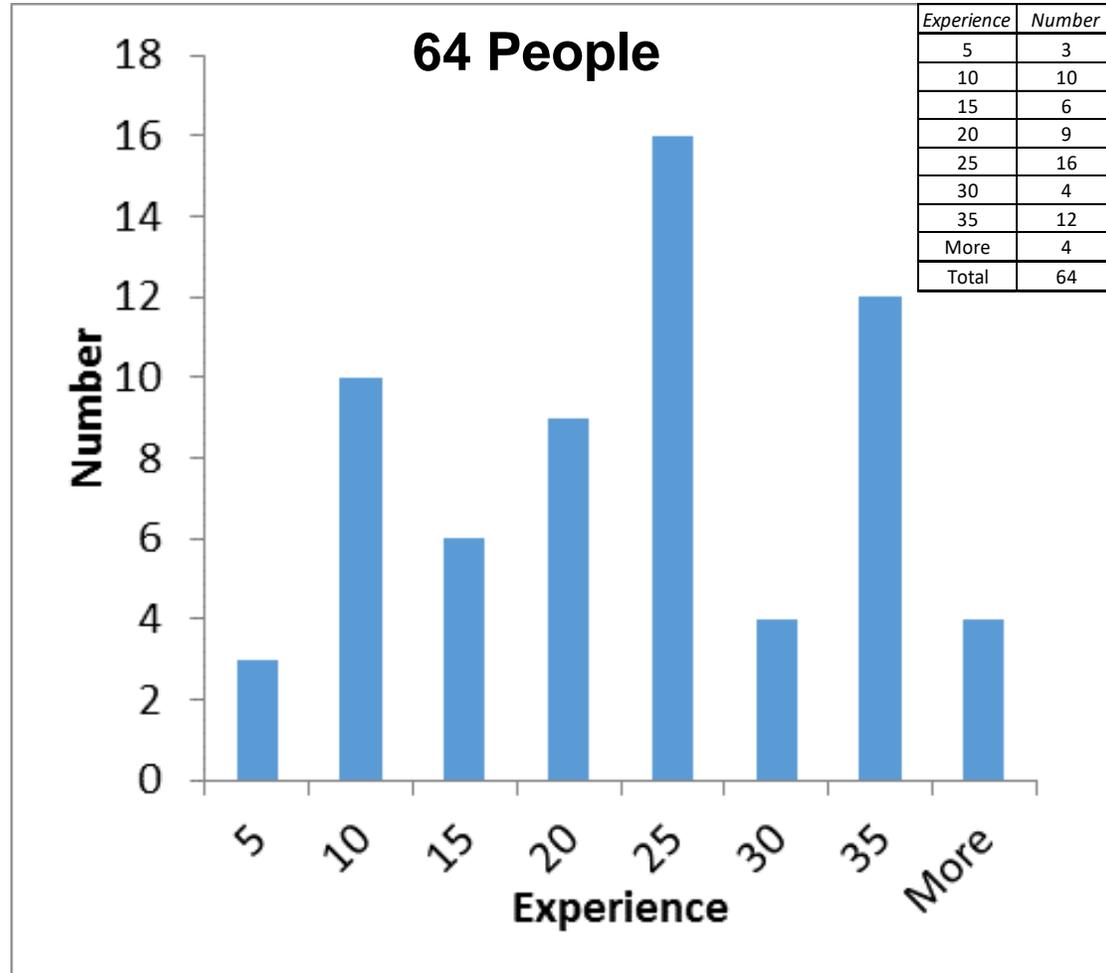
# Examples of “PiF Panel” Sessions



- Brainstorming
- Peer reviews
- Design reviews
- Risk assessments
- FMEA: Failure mode
- Kaizen event
- RCA: Root Cause Analysis
- Post mortem review
- Drill Well on Paper & CWOP
- Reservoir...
- Geological...
- Production...
- Supply chain...
- Safety HARC, Audit...
- Information Technology...
- HR...
- Financial...
- Operational efficiencies...

# “Pay-it-Forward Panel”

Experience / Degree / Sub Industry  
1378 years / 33 types / 42 areas

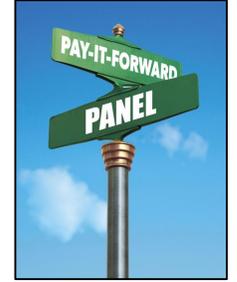


Degree	#
AS	1
BA	2
BSc	6
BS Acc	1
BSc ChE	3
BSc EE	1
BSc Env Geology	1
BSc IE	1
BSc ME	11
BSc Pet Eng	14
BSc Physics	1
BSEET	1
MA Econ	1
MBA	4
MPH	1
MS Geology	1
MS Pet Eng	1
MSc & BSc Pet Eng	1
MSc ChE	1
MSc Fin	2
MSc Geoph	1
MSc Geosciences	1
MSc GeoTech & GeoEnv	1
MSc ME	1
MSc Pet Eng	1
n/a	1
PhD	1
PhD CE	1
PhD ChE	1
PhD Geoph	1
PhD ME	1
PhD Pet Chem	1
PhD Pet Eng	1

Sub Industry	#	Sub Industry	#
Accounting	1	Multilaterals	1
Chemical	2	Operations	1
Civil Eng	1	Perforating	1
Commodities	1	Petrochemistry	1
Completions	17	Petrophysics	1
Construction	1	Petrotechnical	1
Downhole Tools	1	Physics	5
Drilling	22	Production	13
Coring	1	Production	1
Evaluation	1	Quality	1
Finance	1	Remedial	1
Fishing	1	Reservoir	7
Fluid	1	Reservoir Production	1
Geochemistry	1	Riser Systems	1
Geology	2	Software	2
Geomechanics	1	Stimulation	2
Geophysics	3	SubSea	1
HSE	3	Trading environment	1
Intervention	4	Transportation	1
IT	4	Well Intervention	2
Logistics	1	Wireline	1

# “Pay-it-Forward Panel”

Functions and Companies (34 job types and 92 companies)



Company	#	Company	#	Company	#
2H Offshore	1	Devon	1	Pioneer Natural Resources	1
Accucore Technologies	1	Drilex	1	proNova	1
Ada Resources	1	Drilling Tools int'l	1	Quality Energy Services	1
AIG	1	El Paso Corporation	1	QuEST Global (Halliburton)	1
Amoco	1	Enervest	1	R&B Falcon	1
Anadarko	1	EP Energy	1	Reedhycalog	1
AXion	1	etc.)	1	Repsol	1
Baker Hughes	13	Exxon	1	Rockwater Energy Solutions (Be	1
Bank of America	1	ExxonMobil	2	Rockwell Automation	1
Bechtel	1	FMC	3	Rosetta Resources	1
BHP Billiton	2	GE Oil & Gas	1	Russian Academy of Sciences	1
Big Inch Marine Systems	1	GeoVann	1	Sanjel USA	1
Bitswave	1	GR Energy	1	Schlumberger	22
BJ Services	1	Halliburton	9	Schlumberger TUV SUD Consult	1
Boart Longyear	1	HESS	2	Shell	5
BP	4	Hewlett Packard	3	Independents	1
Cabot	1	International SOS	1	Smith International	2
Camco	1	Kerr-McGee	1	Sperry Drilling	2
Camco Products & Services	1	Lockheed	1	Subsea Engineering Technologi	1
Canadoil	1	Marathon	3	Ten Hoeve Bros.	1
CGG(Veritas)	1	Methodist Hospital	1	Texaco	1
CHEP	1	Murphy	1	Texas A&M	1
Chevron	8	NOV	2	Transocean	1
Cliffs Oil and Gas	1	ONGC	1	Triconex	1
Collarini Engineering	1	Paradigm	1	University of Houston	1
Conoco	1	PDVSA	1	Unocal	1
ConocoPhillips	3	Pend Oreille O&G	1	UPS	1
CONSOL Energy	1	Pennzoil	2	Weatherford	3
Consulting	1	Petrobras	1	Welltec	1
Cougar Drilling Solutions	1	PGS	1	W-Technology Link	1
Deutsche Bank	1	Pinnacle-Halliburton	1		

Functions	#	Functions	#
Applications Engineering	4	Manufacturing	2
Business Development	19	HR	1
Chief Engineer	1	Operations	28
Construction	2	Planning	1
CPI/BPI	1	Production Operations	2
Customer Service	3	Project Management	5
Design	1	Quality	2
Development	1	Research	1
Engineering	32	Safety and Operation Risk Mana	1
Environmental Compliance	1	Stimulation	2
Executive management	1	Strategic Sales	2
Exploration	2	Subsea Operations	1
Field Development	1	Supply Chain	5
Field Engineer	6	Technical Support	2
Finance	3	Technology	16
Geoscience & Petroleum Engin	1	Training	3
Management	14	Verifications & Performance Ma	1

# PiF Panel – Keyword Cloud (high frequency)



account (4) advisor (2) afe (2) air (2) **analysis** (13) analytics (2) application (5) artificial (4) belt (3)  
 black (2) budget (2) builder (3) **business** (13) cad (2) capital (2) champion (4) chemical (2)  
 commercialization (3) communications (3) completion (2) compliance (2) construction (3) continuity (2) **control** (6)  
 cost (4) customer (3) data (3) decision (2) deepwater (2) delivery (2) **design** (13)  
**development** (26) directional (2) downhole (4) **drilling** (10) economic (2) efficient (2)  
**engineering** (22) equipment (2) evaluation (6) excel (2) executive (2) **experience** (6)  
 field (5) financial (2) forecasting (3) formation (5) frack (2) gas (2) generation (2) geophysicist (2) **global** (5) hazard (2)  
 horizontal (2) hw (2) implementation (2) innovative (5) **integration** (6) intelligence (3) inventor (3)  
 knowledge (4) leader (6) lean (4) lifecycle (2) lift (6) maker (2)  
**management** (59) market (2) mechanical (4) mentor (4) modeling (5)  
 monitoring (2) multi-discipline (3) multilateral (2) nodal (2) offshore (2) oil (3) **operations** (18)  
**optimization** (8) oriented (2) pack (2) perm (2) **planning** (6) player (2) point (2) **pressure** (4)  
 problem (5) process (4) **product** (15) program (4) **project** (26) qa (2) quality (2)  
**research** (6) reserves (3) reservoir (4) resource (2) risk (3) safety (2) sales (4) sand (2) seismic (2) **service** (5)  
 shale (2) **sigma** (4) simulators (2) six (3) software (3) solutions (4) solver (4) strategic (2) studies (2) subsea (2)  
**support** (6) surface (2) sustaining (2) sw (2) **systems** (9) team (9) **technical** (10)  
 technology (4) tool (5) trainer (2) **training** (8) troubleshooter (2) tubing (2) unconventional (4) wellbore (2)  
 workover (4)

Keywords Phases	#
Project Management	17
Business Development	5
Problem Solver	4
Product Development	4
Project Manager	4
Training	4
Engineering	3
Formation Evaluation	3
Global Experience	3
Inventor	3
Mechanical Engineer	3
Multi-discipline Technical Knowledge & Exp	3
Operations	3
Product Manager/Champion	3
Program Management	3
Team Builder	3
Well Construction	3