



Gulf Coast Section

Members in Transition

UPSTREAM OIL AND GAS PROFESSIONAL HIRING EVENT

We would like to cordially invite you to the inaugural “UPSTREAM OIL AND GAS PROFESSIONALS HIRING EVENT” initiative by the Society of Petroleum Engineers – Gulf Coast Section. We are striving to provide a platform for Upstream oil and gas employers and quality oil and gas professionals to interact and hopefully get hired.

The primary objective of the UPSTREAM OIL AND GAS PROFESSIONALS HIRING EVENT is to connect job seekers with Upstream Oil and Gas Employers with open positions. Additionally, job seekers will have access to resources from a selection of sponsors, collaborating organizations, start-up employers and staffing agencies active in the Upstream Oil and Gas industry

1. Potential employers are ideally
 - In the Upstream Oil and Gas domain,
 - Have open and unfilled positions available at the time of the hiring event
 - The positions correspond to qualifications of the “Job Seekers” as Upstream Oil and Gas Professionals

Notes:

- *Companies with more job openings will have priority for this event and other interested companies will be on a waitlist.*
- *A limited number of booths will be open to sponsors, collaborating organizations, start-up employers and staffing agencies.*
- *Collaborating organizations include Houston Geological Society, Pink Petro, and others to be announced.*

2. Job Seekers are
 - An active member of SPE or collaborating organizations, seeking work related to the petroleum industry
AND (one of the following)
 - A university degree equivalent to a 4-year bachelor’s degree in engineering or applied sciences.
 - A 2-year science or engineering degree or a 4-year degree in a field other than science or engineering.
 - A minimum of 6 years of active practice in support of petroleum engineering or in the application of science to the petroleum industry.



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3. Registration

At this stage, we have set up a place holder for this event on the SPE calendar. Below are the links.

Employer Registration at <http://www.spegcs.org/events/3485/> (Cost – \$100)

Job Seeker Registration at <http://www.spegcs.org/events/3486/> (Cost – \$0)

Do note that Job Seeker Registration will open in March.

In preparation for this event, job seeker should post their resumes here: <http://www.spegcs.org/resumes/add/>

4. Sponsorship

We have three types of sponsorship, gold, silver and bronze. Details and registration for sponsorship are in the next page with the sponsorship form. If you would like to support this event, please fill out the form in the next page.



5. General Agenda

Time	Description	Location
7:00 am – 8:00 am	Set up Crew - Volunteers	Main Room
8:00 am – 9:00 am	Company set up	Main Room
9:00 am – 10:00 am	Hiring Event open to Volunteers	Main Room
10:00 am - 2:00 pm	Hiring Event open to all registered professionals	Main Room
10:00 am-10:30 am	Speaker Presentation: Dr. Johana Lopez – Texas Workforce	Room No.110
12:00 pm-12:30 pm	Speaker Presentation: Katie Menhert - Pink Petro	Room No.110
1:30 am – 2:00 pm	Speaker Presentation: Edna Sangel – Favor & Wealth	
2:00 pm – 3:00 pm	Networking	Main Room
3:00 pm – 4:00 pm	Take down Crew – Volunteers and Companies	Main Room



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6. Volunteers

We require 25 volunteers for this Hiring Event. One of the primary benefits of being a volunteer, is one-on-one time with the employers one hour before opening to other professionals, from 9:00 am to 10:00 am. While some core volunteers are required to be donating their time during the day, other volunteers are needed at specific times. The volunteer set-up crew needs to be at the community center at 7:00 am. The volunteer take down crew is needed from 3:00 pm to 4:00 pm. All other volunteers need to be at the community center at 8:00 am.

Detailed volunteer assignments will be set up closer to the Hiring Event by the volunteer coordinator. Please send us an email to our general email address at spgcs.mit.hiringevent@gmail.com if you are interested in volunteering your time for this event with “Volunteering at SPE GCS MiT Hiring Event” as the subject.

7. Map and Parking Instructions are available at the end of this package.



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- **Gold - \$500**
 - o Special announcements and company promotional items enclosed with the event program
 - o Donor recognition during the Career Fair
 - o Logo recognition on SPE-GCS website and in event program
- **Silver - \$300**
 - o Donor recognition during the Career Fair
 - o Logo recognition on SPE-GCS website and in event program
- **Bronze - \$200**
 - o Donor recognition during the Career Fair
 - o Logo recognition on SPE-GCS website and in event program

Company Name: _____

Company Contact: _____

Company Address: _____

_____ State: _____ Zip: _____

Contact Email: _____

Contact Phone: _____

Please remit payment to SPEGCS, Member in Transition Committee, 10777 Westheimer Road, Suite 1075 Houston, TX 77042 along with this form. Make all checks payable to: SPE-GCS. Tax Identification # 75-2001539. Sponsor donations will be used to defray expense for light refreshments for the hiring event. Any excess funds will go towards section activities such as maintaining annual scholarships. Thank you.

Amount: \$ _____ Name on CC: _____

CC Type: Visa MC Diners Club AMEX

CC Number: _____ Exp Date: ____/____ CVC Code: _____

Signature: _____

For additional information, please contact spegcs.mit.hiringevent@gmail.com



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Location Details

Trini Mendenhall Community Center

1414 Wirt Rd, Houston, TX 77055

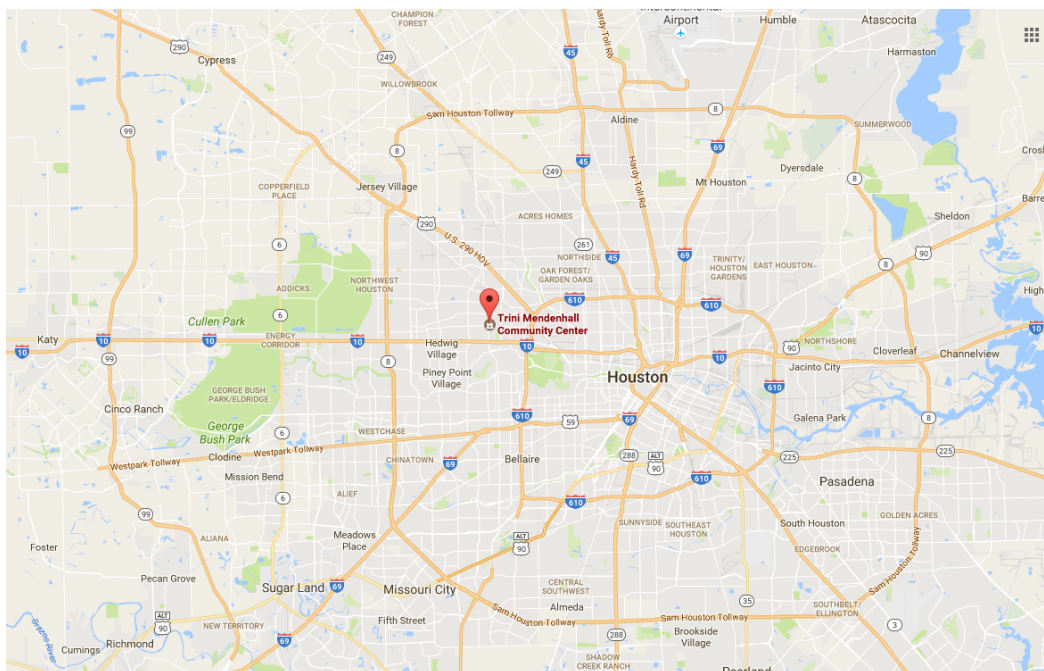
(713) 956-0881

Directions – The easiest way to reach the event is via i-10.

Take Exit 761 (from west) or 761A (from east) on i10 and turn North towards Wirt Rd. Keep driving till the rest signal/light at Westview dr. and proceed straight. The community center is immediately to the right, next to the Valero when you cross the lights.

Parking - You can park directly at the community center, other alternatives are parking areas in the strip mall directly opposite the community Centre and in any side street except Wirt Rd or Westview Dr.

Maps

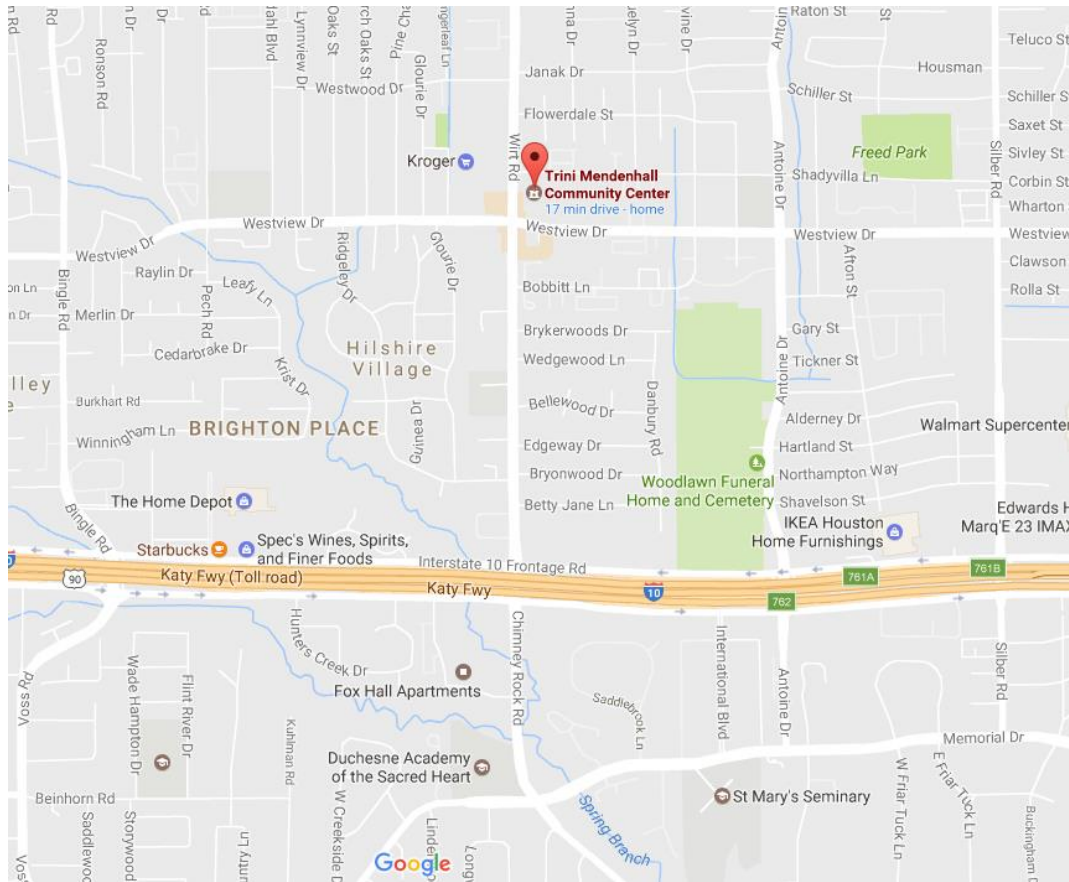




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This is a closer look at the location



This is an image of the center.

