



Gulf Coast Section

Members in Transition

## **Upstream Oil and Gas Professional Hiring Event** **Information Package for Employers**

MARCH 28, 2017

We would like to invite you as an employer to the inaugural “*Upstream Oil and Gas Professional Hiring Event*” initiative by the Society of Petroleum Engineers – Gulf Coast Section. We are striving to provide a platform for upstream Oil and Gas companies to interact with and hire experienced professionals from Oil and Gas.

This hiring event is designed to assure quality of both job opportunities and seekers. Therefore, there are set requirements criterion for both companies and job seekers. As an employer, you are assured of quality experienced candidates to be present in this event. The event is not open to students currently enrolled at a university, but recent graduates are welcome to attend. The criterion are as follows-

1. Potential employers are ideally expected to
  - Have businesses related to Oil and Gas.
  - 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 (for example – a position for a ‘Crude Hauler’ in Midland TX is not an appropriate position for this event).

### Notes:

- *Companies with job openings will have a higher priority for this event and companies without open positions will considered if space becomes available. Please send us an email to [spgcs.mit.hiringevent@gmail.com](mailto:spgcs.mit.hiringevent@gmail.com) if your company would like to participate in the event but does not have any open positions.*
- *A limited number of booths will be open to sponsors, collaborating professional organizations, start-up employers and staffing agencies.*
- *Collaborating professional organizations at this time include Society of Petroleum Engineers – Gulf Coast Section, Society of Women Engineers – Houston Area Section, Houston Geological Society, Pink Petro and Geophysical Society of Houston.*



2. The Job Seekers attending the career fair are required to be -



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- An active member of SPE or collaborating professional organizations, seeking work related to the petroleum industry.  
And Have (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 advanced 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.

3. Registration

If you would like to participate with a booth in this event with open positions, you can sign up at the following link. A company can have up to 10 representatives per booth.

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

Please note that most resumes will become available before the event at the SPEGCS resume portal. In addition to that, a packet of resumes will be provided to you.

4. Sponsorship

In your company doesn't have any open positions or don't want to participate with a booth, there are three tiers of sponsorships available for you. They are gold, silver and bronze. Details and registration for sponsorship are included as a part of the sponsorship form on page 4. If you would like to support this event, and would like your brand to be show up - please fill out the form on page 4 and contact us with that information at [spegcs.mit.hiringevent@gmail.com](mailto:spegcs.mit.hiringevent@gmail.com)

*You can be a sponsor even if you are participating with a booth in the event.*

At this time, the current sponsors are -



**Gold Sponsors**

**Bronze Sponsors**



5. General Agenda on March 28<sup>th</sup> for your information -

Time	Description	Location
7:00 am – 8:00 am	Set up room	Main Room
8:00 am – 9:00 am	Company tables 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	<i>Speaker Presentation:</i> Dr. Johana Lopez – Texas Workforce Solutions	Room No.110
12:00 pm-12:30 pm	<i>Speaker Presentation:</i> Katie Menhert - Pink Petro	Room No.110
1:30 pm – 2:00 pm	<i>Speaker Presentation:</i> Edna Sangel – Favor & Wealth	Room No. 110
2:00 pm – 3:00 pm	Networking	Main Room
3:00 pm – 4:00 pm	Take down Crew – Volunteers and Companies	Main Room

*Note – The hiring event is open for an hour from 9 to 10 am for interaction with the volunteers who help set up the event and as a way for employers to relax, get some refreshments and prepare for the fair*

6. Map and Parking Instructions are available on page 5 and 6.



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**UPSTREAM OIL AND GAS PROFESSIONAL HIRING EVENT**

- **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 [spgcs.mit.hiringevent@gmail.com](mailto:spgcs.mit.hiringevent@gmail.com)

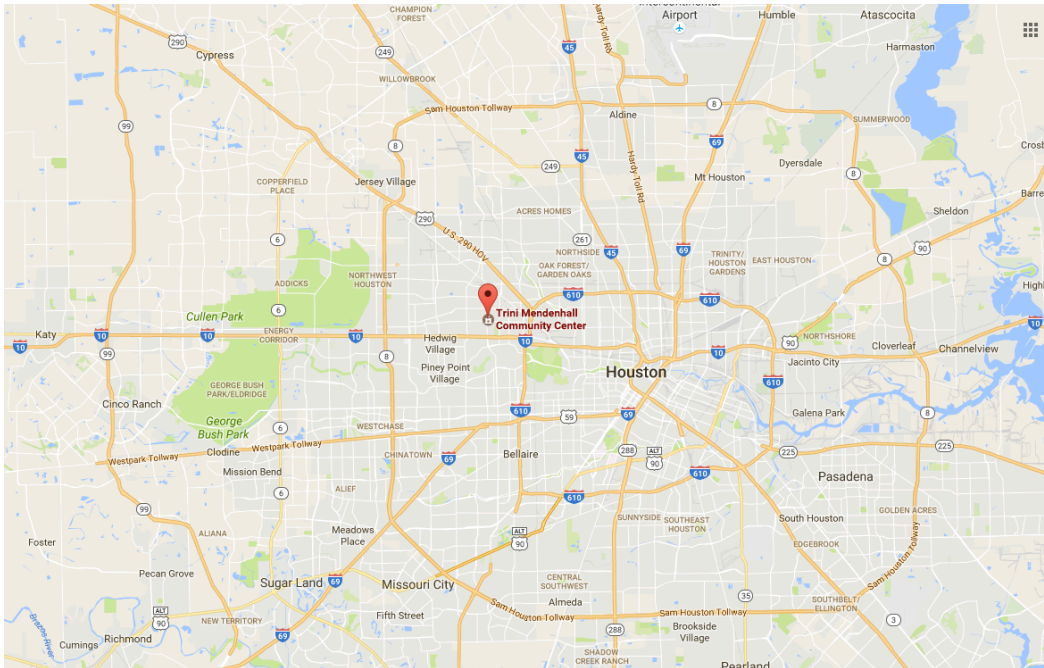
Location Details  
**Trini Mendenhall Community Center**  
**1414 Wirt Rd, Houston, TX 77055**  
(713) 956-0881

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

Take Exit 761 (from west / eastbound) or 761A (from east / westbound) on I - 10 and turn North in the direction of 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, alternatives parking areas are in the strip mall directly opposite the community center and on any side street except Wirt Rd or Westview Dr.

Maps



This is a closer look at the location



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