

COLT MIDSTREAM

Job Description

Title: Plant Accounting Manager

Reports to: Chief Financial Officer

Department: Accounting/Finance

Exemption Status: Exempt

Location: Houston, TX

Summary:

Colt Midstream, LLC is seeking a Plant Accounting Manager who will be responsible for leading the Plant Accounting function from the company's corporate office. Their primary focus will be revenue accounting, including monthly gas gathering and processing statements, billings, payments, and supporting the monthly financial close process. This accounting role requires prior midstream gas plant accounting knowledge and experience, preferably having experience with W Energy (previously known as Waterfield) accounting software. This is a supervisory role (with two direct reports) which will require working from the Houston, TX office location and will provide an avenue to collaborate with other groups within the company.

Key Accountabilities:

- Work with Contract Administration, Plant Accounting Analyst, Commercial, Measurement, and other accounting groups, and external consultants to complete monthly gas statement and invoice distribution and other tasks, as needed
- Perform monthly, quarterly, and year-end close processes using W Energy software, Sage Intacct software, and COGNOS reporting, which includes ensuring all internal controls are followed and documented appropriately
- Read and understand commodity contracts and agreements, and apply appropriate accounting
- Oversee the maintenance of master producer/operator data, and serve as a primary point of contact for producer customer accounting and payment questions
- Coordinate with Colt employees and third parties to gather and organize measurement, pricing, and other data required for monthly settlement, including checking to ensure allocation of receipts and deliveries are done accurately and timely on a monthly basis and that all volumes flowed are balanced and reconciled to transactions actually invoiced or paid
- Oversee the gathering and reconciliation of monthly truck tickets and statements for third party condensate suppliers and customers
- Ensure billings and customer payments, including for intercompany transactions, are done accurately and in a timely fashion
- Resolve any volume and/or price differences in accordance with contractual terms, primarily using the W Energy software system
- Provide exceptional customer service to all Colt producers, including researching and responding to questions via phone and email
- Monthly reconciliation and review of gross margin accounts, accounts receivable, accounts payable, and other balance sheet accounts



- Prepare and review monthly journal entries for plant accounting close including ASC 606 (revenue recognition)
- Track and record commodity inventory balances and commodity imbalances (OBAs)
- Responsible for the preparation and completion of regulatory and certain tax filings, including quarterly Gas Utility Tax, annual EIA reporting, and informational severance tax reporting
- Coordinate the provision of supporting documentation for external audits
- Other projects and reporting as assigned
- Ability to manage a team to high performance

Qualifications:

Education:

- Bachelor's Degree required; Accounting or Finance strongly preferred

Experience & Skills – Required:

- 3 plus years in midstream oil and gas revenue accounting
- Prior experience with W Energy (formerly Waterfield) and/or Quorum TIPS plant accounting software
- Strong understanding of accounting standards (GAAP)
- Strong Microsoft Office Suite skills, primarily Excel
- Strong attention to detail
- Independent self-starter
- Desire to learn specifics of Colt's business; apply and grow knowledge of revenue, midstream, and plant accounting
- Outstanding communication and interpersonal skills, combined with a results-oriented business approach and excellent customer service

Experience & Skills – Preferred:

- Prior management/supervision of employees
- Experience with accounting information systems beyond plant accounting, like ERPs such as Sage Intacct
- Experience with COGNOS reporting

Certificates and Licenses:

- None

The above profile is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of accountabilities, qualifications, or other aspects of the job.

