

**Regulatory Accounting Supervisor
Houston, Texas**

Job Description:

Regulatory Supervisor provides leadership over a team of 3-4 direct reports with respect to State royalty and severance tax reporting. Furthermore, as a team supervisor, it is essential to lead and encourage the staff to their fullest potential and implement EOG's Company policies.

Duties will include but not be limited to the following:

- Setting goals for performance and deadlines in ways that comply with company's plans and vision.
- Organizing workflow and ensuring that employees understand their duties or delegated tasks.
- Monitoring employee productivity and providing constructive feedback and coaching.
- Ensure compliance with all State Regulations in 6 states - (ND, WY, NM, TX, OK, OH).
- Manage team to accurately prepare and timely file State royalty and production tax returns by allocating resources, scheduling and coordinating staff.
- Assist with implementing State legislative changes and reporting system improvement projects.
- Prepare PowerPoint presentations to present team processes and metrics to new hires and executive level management.
- Collaborate on State audit issues and provides support on consultant special projects and requests.
- Coordinate state royalty and severance tax reporting with the Revenue Teams.
- Review Audit assessments and PPA amendments and adjustments. Coordinate clearing of such transactions as needed in a timely manner to avoid associated fees.
- Perform administrative duties, document performance and attendance, train new members, ensure team meets all goals while maintaining efficiency in all aspects.

Job Requirements:

Bachelor's degree in Accounting desired. A business degree with 18 hours of accounting will be considered. CPA a plus, 10+ years of regulatory reporting experience required or oil and gas revenue accounting experience. Familiarity with Plant Processing and experience with TX, WY, and/or NM Royalty/Severance reporting/regulations a plus. Working knowledge of and ability to apply generally accepted accounting principles. Proficient in MS Excel and SQL script a plus. Ability to gather and communicate data logically, accurately, and concisely. Position requires sound analytical ability. Must be able to meet rigorous deadlines and work effectively with others. Must be able to perform most assignments with minimal supervision.

Position will be filled at a level commensurate with experience.

EOG Resources is an Equal Opportunity/Affirmative Action Employer including Veterans and Disabled.

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