

Our Perspective

Picture this: you're at a breakfast meeting focusing on technological trends and advances in our industry. During the two hours of very interesting presentations about developments, products and technical services in exploration, drilling and production, the in-depth knowledge of each presenter was clearly evident. As the meeting drew to its conclusion, we came to the "Q&A" session and the first question asked?

"Great, but do you know where the experts are who can build, install and supervise these great advances?"

Not an event goes by where we don't hear the "people issue" raise its ugly head. And the answer is always the same: While you cannot change the numbers, you CAN do many things differently that will make your company attractive to your current and future employee workforce.

In our continuing series of articles about how our industry can overcome the "personnel hole", this issue focuses on your current employees. What can you do to retain them? In our conversations with managers, we find "empowerment" consistently at the top of the list. Hope you find our current take on this cliché out of management school fresh and interesting.

Your Friends at Collarini

Upcoming Events

Refracturing in Low/Tight Gas Permeability – Applied Technology Workshop

December 5-7, 2005
Hyatt Regency San Antonio
San Antonio, Texas

The workshop will focus on the in-depth discussion of the important factors needed to successfully execute a refracturing campaign resulting in improved economic return. The major aspects include candidate recognition, design, execution and evaluation, new and novel technology application, risk, and economics.

SAVE THE DATE

February 2-3, 2006
George R. Brown Convention Center
Houston, Texas



NAPE

Upstream News

Solving Our Human Resource Crisis

Previous articles have addressed how companies will recruit and retain the staff needed for their success. For the next few years, most managers will feel their teams and projects would be more efficient with one more engineer, geoscientist, or technologist. Although not a comfortable position, the situation may be good news for our industry, our companies, and for us individually. It means our products, services, and each of us individually are in demand. How can we turn this challenge into opportunity?

The successful organizations will reward employees who actively delegate responsibility, responsibly coach when asked, and consistently ask to be coached.

We can expect a shortage of senior technical personnel in every company. Those who remain must be rewarded for mentoring and developing less experienced engineers and geoscientists and especially delegating to technicians. Senior engineers and geoscientists must focus on strategic decisions, rather than the "nuts and bolts". This delegation of responsibility must be a company culture as evident in the boardroom, as it is in the mailroom.

"Responsibly coaching when asked" is sometimes difficult to practice. Only when a less experienced employee asks to be coached will the opportunity for learning and growth be realized. Unsolicited coaching is generally not effective. Senior personnel in a successful organization know they may be asked to coach by anyone at any time and look forward to that opportunity. Similarly, successful organizations empower and reward those individuals who "consistently ask to be coached" and who identify coaches at various levels in the organization. Providing external coaches or training is also important so that certain learning occurs in an environment free of personal career risk. Coaching can be effective with complex and simple as well as technical and non-technical issues. The most successful coaches realize their own depth of knowledge and sense of personal satisfaction increases with coaching others. The successful individual seeking coaching acknowledges it is not only acceptable, but desirable to admit shortfalls in knowledge in order to gain expertise from treasured sources.

Call us for information about implementing programs in your company.

Talent Pool

The following biographies are just a small sampling of the kind of talent available in our talent pool of over 11,000 experts. Please call our placement managers if you are interested in learning more about these professionals, or check out our website for more candidates.

Petroleum engineer with 14 years of experience with a large independent and as a consultant. Skilled in production optimization, especially data gathering and analysis. Experienced at contract administration for drilling, production, engineering, and gas marketing. Geographic experience includes east Texas and southern Louisiana. Out of the industry for the last six years while starting a family. Great opportunity for that flexible company looking for additional help. **Ask for PR508.**

Engineering technician with 10 years of experience with large independents and 15 years of experience in IT and data management looking to re-enter the energy industry. Highly skilled at data management and has remained knowledgeable in oil and gas data and terminology. Highly mobile for the right opportunity. Computer skills include SQL and SQL stored procedures for Oracle 9i, IBM DB2 UDB (for iSeries), MS SQL Server, and MS Access/Jet VBA. **Ask for TE446.**

Mechanical engineer with an MBA and 10 years of experience with onshore and offshore field services operations. Experienced in barge operations, submarine line installation and repair, and onshore and offshore facility design and equipment installation. Capable of relocation and repair of offshore platforms, as well as structural analysis for engineering projects. Computer skills include MS Office, AutoCAD 2001, and the structural analysis program within SAP2000. Fluent in Spanish, Russian, English, and Portuguese. **Ask for F297.**

Geoscientist with a PhD in Geology with 17 years of industry experience. Experienced using Open Works, Strata Model, StratWorks, SeisWorks, ZMAPPlus, PetroWorks (LANDMARK applications), Silicon Graphics and Unix workstations, SGM TM - (Stratigraphic Geocellular Modeling - Strata Model), SASTM software (Statistical Analysis Systems), SAS INSIGHT TM. Multidisciplinary approaches in the fields of Petrography, Sedimentology, (seismic sequence, framework cronostratigraphic and discordant depositional boundaries, diagram system track, sequence stratigraphy model for carbonate platform), Sequence Stratigraphy, Reservoir Modeling, Lithology, 3D Modeling, Basin Analysis and Reservoir Quality. A strong background in Paleozoic and Mesozoic carbonates platforms, Black Sea and Caspian Sea, onshore and deepwater. **Ask for GG356.**

Data manager/ geotech with 19 years of experience with service companies, as well as major oil companies. Experienced in creating and entering data into relational databases using MS Access for internal uses, such as foreign seismic data storage, month end billing, and job order requests. Experienced in merging seismic data, which included film, tapes, well logs, and maps on various media, into main database. Additional skills include troubleshooting of database and PC problems. Experienced with use of MS Office. **Ask for DB525.**

Geotech with 10 plus years of experience with large independent oil and gas companies. Highly skilled in geophysical and geological data loading for data management and inventory control. Skilled in creating and manipulating AutoCAD drawings. Experienced with MS Office, along with Autocad 2000 and Trango Manager 3.0. **Ask for TG519.**

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www.collarini.com

Upstream Careers

Resume Tips - A Refresher and Look at Current Trends

With the oil and gas industry on the rise, people are looking for change or return to the oil and gas industry. In this section, we've provided a few tips on how to put together the piece of art needed to get you an interview.

Your resume sells you to a potential employer. So, take extreme care in preparing a resume that will be a professional presentation of your qualifications. There are many acceptable resume formats and methods of preparation. Here are the basic guidelines for preparing a resume.

Layout and Appearance

Professional typesetting produces the best presentation of your resume if you intend to send it to potential employers by mail. Depending on the quality of your printer, you can achieve the same results using your own word processing software. To prevent the "cracking" along the creases of a folded resume, we recommend leaving it unfolded and mailing it using an oversized envelope.

Helpful Hints

- Include only the basic personal information, excluding marital status, family information, and other details.
- Note "Under contract to" for any contract assignments you may have had.
- Include total number of years experience.
- Give security status, if any. If your security clearance has expired, include the date of expiration.
- Write job descriptions in easy-to-understand terms, and as completely as space allows. Include your name and page number on each page of a multiple page resume (no number on first page).
- If you want to use a better quality paper, consider a bond paper with a rag content (available from most printers or paper supply stores). Rag bond should not be used if you are printing copies of your resume on a photocopier, as the letters may break up in the folds.
- If you are sending your resume to potential employers electronically, e-mail it to a friend first to check that the layout remains as you intended it.

Don't Ramble - Tips to Help you Shorten a Lengthy Resume

- Eliminate all extra spaces between lines (except between job assignments).
- Use narrower margins.
- Keep job descriptions to 3-5 sentences (less for older positions).
- If your "length" problem is due to an extensive number of job assignments, leave the oldest positions off and type the following at the bottom of the last page of your resume: "Experience from (date) to (date) available upon request." Then prepare a "complete" resume to furnish only to firms asking for it.

Do's

- Make your resume as legible as possible.
- Include a permanent contact and present address, phone number and e-mail address. You may be contacted through a permanent address or phone, even after you have moved from your present address.
- Include your job discipline(s)...near your name at the top of page one of your resume and as a title to each assignment.
- Include a summary paragraph near the top of your resume. Be brief but be complete.
- Include pertinent education and/or training.
- List jobs in reverse chronological order.

Don'ts

- Don't include personal references or hobbies.
- Don't include your National Insurance or social security number.
- Don't use a "Job Objective." A "Job Objective" tells the firm what you want from them whereas a "Summary" tells what you can do for them.
- Don't exaggerate your experience.
- Don't offer explanations for leaving prior employers.
- Don't use your photograph.
- Don't use abbreviations (except those that are acceptable in the engineering/technical fields, such as GIS, DOE, AAPG, SPE, etc.).

Remember the objective of the resume is to get an interview. Once you have succeeded in getting the interview, you will have the opportunity to verbalize your qualifications.

About Us

Connecting the Industry's Experts...

Collarini Energy Staffing Inc. is a full-service agency specializing in the placement of exploration and production personnel including the disciplines listed below (other supporting personnel are managed upon request):

Accountants and supporting personnel
Administrative assistants
Business analysts
Civil engineers
Clerks
Database administrators
Drilling engineers
Drilling operations supervisors
Electrical/Instrument engineers
Geologists
Geophysicists
Health, safety and environmental personnel
Landmen and supporting personnel
Management personnel
Material/Corrosion engineers

Naval architects
Operations supervisors
Petrophysicists
Process engineers
Procurement personnel
Production/Completion engineers
Production operations supervisors
Project managers
Reservoir engineers
Subsea engineers
Surface/Topsides engineers
Technical writers
Technicians, drafting and graphic
Technicians, engineering
Technicians, geoscience

Reservoir Solutions the Industry Trusts...

The **Collarini Associates** petroleum engineers and geoscientists specialize in evaluating oil and gas reservoirs. Specific projects include integrated field studies, acquisition evaluations, independent reserve appraisals, and exploration and exploitation prospect generation and assessment. Our full divestment services include creation and hosting of electronic and physical data rooms in addition to the technical evaluation. Our teams in Houston and New Orleans are very experienced and stand ready to help you on projects of any size. Try us!

Guiding Careers to the Next Level...

Collarini Career Management applies its deep understanding of the oil and gas industry and expertise in career issues to help oil and gas companies and professionals build successful organizations and careers. We leverage Collarini's unique combination of industry knowledge and technical expertise to guide companies and individuals during transition, training existing employees for high performance, and designing customized technical training plans for companies and individuals.

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