



HACU National Internship Program (HNIP)
One Dupont Circle, N.W., Suite 430
Washington, D.C. 20036
202-467-0893 (voice) 202-496-9177 (fax)
www.hacu.net



March 12, 2016

PAID Summer 2016 Internship Opportunity Announcement

POSITION TITLE: Petroleum Engineer

POSITIONS AVAILABLE: 2

SPONSORING FEDERAL AGENCY: Bureau of Land Management

INTERNSHIP LOCATION (city and state): Washington, DC

DESIRED MAJORS: Petroleum Engineering, Engineering

PROJECT DESCRIPTION:

The project is to expand the Fluid Minerals Division program due diligence and oversight capacity with the analysis in two key areas of field operations - the Major Undesirable Events (MUEs) tracking project and the Idle Well/Bond Adequacy program reviews. The project will provide an 11-week training program for one intern based out of Washington DC that will focus on performing the duties of an entry level Petroleum Engineer and work with the operational reports completed in the Automated Fluid Minerals Support System (AFMSS) database of 100,000 onshore wellbores across 46,000 leases. The interns will analyze Major Undesirable Event's reports from the field and to ensure that reports comply with guidelines and procedures outlined in the Major Undesirable Events instrument memorandum and the Notice to Lessees (NTL) 3A. The Idle Well/Bond Adequacy review includes analysis of the progress from the field. The intern(s) will work with the Fluid Minerals Division Petroleum Engineers as well as the Fluid Minerals Deputy and Division Chief to establish an annual strategy for data integrity and oversight, in addition to closing out the Fiscal Year reports. The interns will also help in developing a standard/consistent format to be used by the Field to submit the Idle Well/Bond Adequacy Review reports and the MUE reports for direct infusion into a database which should be accessible by internal and external stakeholders. The intern(s) could use and populate the WO310's new GIS portal for the MUEs.

The intern(s) will complete assigned duties designed to expose them to all aspects of Fluid Mineral Division duties, the operational database system, analysis and critical thinking of the

reports, and provide recommendations to senior staff. The intern(s) will work with the field office staff to validate the data, look for trends, concerns, program vulnerability, and identify best practices. The intern(s) will travel to the field for up to two weeks to enhance their understanding of field operations, assist the field staff, and validate the report results from AFMSS. The Washington Office will evaluate the intern(s) success on their qualitative and quantitative ability to perform the duties of an entry level Petroleum Engineer.

HOURS: Full-time (40 hours per week / Monday – Friday)

ELIGIBILITY CRITERIA:

- Completion of freshman year of college before the internship begins
- Minimum 3.0 GPA (on a 4.0 scale)
- Enrollment in a degree-seeking program (BA/BS, Masters, JD, MD, or Ph.D.) at an accredited higher education institution. Students pursuing only a credential or certificate program will be considered ineligible.
- Recent graduates – you can only apply to the program if you will be able to complete your internship within 12 months of your graduation.
- Authorization or eligibility to work in the United States by law

INTERNSHIP DATES: Start dates are June 2, 2016 or June 16, 2016. The internship is a minimum of 11 weeks.

COMPENSATION: The rate of compensation depends on the student’s class level. The following are weekly rates:

Undergraduate – \$520

Graduate – \$590

APPLICATION DEADLINE: The first review of applicants will take place on March 14, 2016. Application will remain open until position is filled.

HOW TO APPLY:

If you meet the eligibility requirements, please go www.hacu.net/hnip and click on “Apply Online” to start your application right away. Please note that you will need to complete your online internship application before receiving an official internship offer. We also ask that you email Mr. Jonathan Santeliz at blm_internship@hacu.net with your resume. Please add the title of the internship position in the subject line of the email.

By completing your application, you will be eligible for other internship opportunities with other federal agencies.

EOE/M/F/Vet/Disabled



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PROJECT DESCRIPTION:

Working as a petroleum engineer intern, the candidate would assist the State Office Fluids Lead in the areas of reservoir management, drainage and operations on federal oil and gas leases. The candidate would assist in the adjudication of federal land and mineral estates and review existing leases. The candidate would also assist with program coordination for the fluid minerals inspection and enforcement program. Upon successful completion of the internship, the candidate may be offered a permanent position in the State Office located in Washington D.C. or in one of the District Offices located in Milwaukee, Wisconsin or Jackson, Mississippi.

Provide the candidate the opportunity to learn a wide spectrum of processes and issues involved in the leasing and management of federal minerals. The candidate should exit the program with a working knowledge of the federal rules and regulations required to manage the public land resources. Review existing and proposed communitization agreements (CAs) and make recommendations for improving these documents; acquire State information on active wells and make recommendations for federal leasing (self-nominations) or CAs. Collate Field Office information and prepare quarterly reports for review by the Eastern States leadership team, and submission to the Washington Office, including the quarterly reports on the Eastern States Inspection and Enforcement program.

The candidate will report to and receive assignments from the Eastern States State Office Fluid Minerals Lead, and work in collaboration with the State Office Fluid Minerals team of specialists

and land law examiners. The intern may be involved with some external stakeholders in providing contractor management, with the assistance of the State Office staff. Travel may be required to a District Office but is not mandatory and would be identified at the appropriate time during the internship.

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