



Example of Landman Job Description

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Our company is growing rapidly and is looking for a landman. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for landman

- The ability to calculate interests on a tract and unit basis
- Experience with Marketing Agreements to calculate or confirm the payment responsibilities on multiple products for a producing property
- Strong understanding of how division order data feeds to and interfaces with Joint Interest Billing, Producing/Revenue Accounting, and Accounts Payable
- Experience communicating with interest owners in response to inquiries regarding payment issues, interest calculations, and legal descriptions
- Strong understanding of title, including the California Probate Code
- Strong ability to analyze and interpret title curative documentation, including deeds, assignments and probate materials furnished by interest owners, in order to maintain record title in the ownership interest decks and proper pay codes for the owners
- Experience with data conversions, including data clean up and designing, drafting, and coordinating data mapping for such system conversions or acquisitions
- The ability to contribute on large projects, such as returned document, outstanding check, and escheat research
- May manage teams of contract landmen in assisting with the above efforts
- Handle complaints, arbitrate disputes or resolve grievances that may arise during negotiations and business activities with regulatory agencies or landowners

Qualifications for landman

- Ability to coordinate the payment of lease rentals, shut-in royalties and minimum royalties to assure that they are paid in an accurate and timely manner and in accordance with California statutes
- Experience with research of producing leases for well status and should production ceases, ability to advise operations what is required to maintain the lease
- Knowledge of title report preparation
- Ability to assist in property divestiture and acquisition projects by analysis and interpretation of title and ownership data, determination of preferential rights and consents to assign provisions
- Excellent working knowledge of California Statutes regarding transfers of interest and probate proceedings so that current ownership is reflected in the system
- Working experience interacting with Accounts Payable