

**Company Description:** Nine Energy Service, Inc. was formed on February 28, 2013 as the result of a combination transaction bringing together four leading completions and wireline solutions service companies; Northern States Completions, Tripoint LLC, CDK Perforating and Integrated Production Services. Nine Energy focuses on its combined expertise in unconventional resource development to provide customized completions solutions to major North American oil and gas basins. The company has operations throughout the US and Canada. The company will continue to participate in highly selective acquisitions to complement organic growth opportunities.

**Mission:** Create a leading international completion and production services company which targets both conventional and unconventional phases of resource development.

### JOB DESCRIPTION

This job description is a general description of the functions and responsibilities for this position. It is not intended as an employment contract nor is it intended to describe all the duties someone in this position may perform. All employees are expected to perform tasks as assigned by management/supervisory personnel, regardless of position title or routine job duties.

<b>Position Title:</b>	District Technical Coordinator
<b>Location</b>	Kilgore, Texas
<b>Contact</b>	Nineenergyservice.com/careers

### PURPOSE:

The District Technical Coordinator is responsible for coordination of electronic scheduling, maintaining district databases and overseeing data collection tools.

### QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Education** – Associate’s Degree or higher in Applied Science, Engineering or other related field. Equivalent experience may be considered in lieu of a degree.
- **Certificates, Licenses, Registrations** – Electronics, Software, Hardware or other certifications is a plus, but not a requirement. Must have a valid drivers’ license.
- **Relevant Work Experience** – Electronic dispatch or data entry positions. Knowledge of oilfield services a plus.
- **Communication Skills** – Must have very good written and oral communications. Required to speak effectively before groups of Senior Management, clients, subcontractors, and/or employees of the organization.
- **Computer Skills** – Excellent computer skills required. Must have experience with Microsoft Office Programs and be comfortable with new software and hardware technologies. Experience with CTES Cerberus or other modeling software a plus.

- **Reasoning Ability** – Use of basic reasoning, thinking “on your feet”, and ability to resolve issues quickly with little or no direction from a superior. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule format. Good negotiating skills. Ability to make good judgments and render good decisions.

#### **POSITION RESPONSIBILITIES:**

- Coordinate job scheduling with operations, maintaining accuracy and completeness in scheduling software
- Maintain precision in coiled tubing fatigue management software
- Perform basic coiled tubing computer simulations for customer reporting
- Manage coiled tubing maintenance standards including conducting and training others on water testing and treatment procedures
- Set up and maintain downhole data tools
- Assist electronics technician as needed in maintaining field computers / data acquisition systems

#### **WORK ENVIRONMENT:**

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Physical Demands** - This position requires the ability to sit, view documents and computer screens, read, communicate with others and use hands to finger, handle or feel (such as to operate a computer keyboard or use a telephone). There may be lifting associated with the job responsibilities, and candidate should be able to lift up to 25 pounds.
- **Work Environment** - This job primarily operates in an office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, and fax machines. Occasionally, visits to oilfield sites will be required. While at an oilfield site, position will be required to navigate uneven terrain, climb stairs and/or ladders, and be exposed to the elements (heat, cold, rain, wind, etc.)