



KEYERA Corp.
Manager, Investor Relations
Calgary

Department: Investor Relations	Posting Expires On: September 5, 2014
Reporting To: VP IT & Investor Relations	

THE ROLE

This is an opportunity for a career driven professional to join a winning culture that fosters team work, innovative thinking, open communication, integrity, and mutual respect. This individual will have developed their experience and judgment from increasingly responsible roles in investor relations and other complementary positions within the oil and gas sector. Working in a highly collaborative team setting, the Manager, Investor Relations will participate in, and contribute to, the development and implementation of all aspects of Keyera's investor relations strategy.

Reporting to the Vice-President, Investor Relations, and working closely with Keyera's executive team, the successful candidate will play a key role in ensuring that Keyera's business strategy and initiatives are articulated in a clear and concise manner to the investment community.

REQUIRED SKILLS:

- Superior communications skills, including a demonstrated ability to craft (write and edit) clear and concise narrative to explain corporate strategy and financial results in financial documents and investor presentations on the Keyera website.
- Ability to take initiative, exercise sound judgment, and work independently within a team setting.
- Proven ability to manage projects and prioritize, meet deadlines, and multi-task while maintaining careful attention to detail within a fast-paced work environment.
- Strong critical thinking and analytical skills, with a solid understanding of financial statements, basic accounting principles, and valuation methodologies used by security analysts to project a company's operating and financial performance and the resulting value for its stock.
- An understanding of the energy business, ideally within the midstream sector.
- Capital markets experience, including arranging and participating in deal and non-deal roadshows, confidence in dealing with retail and institutional investors and financial analysts and a solid understanding of the regulatory environment would be an asset

OTHER QUALIFICATIONS:

- University degree plus three to five years of progressive experience in the oil and gas sector, either in a financial or operations role
- Availability to travel, on a regular basis, to financial centres, as well as Keyera field facilities.

PRIMARY RESPONSIBILITIES

- Create and maintain relationships built on trust and professionalism with Keyera employees and work with the Executive, Finance, and Business teams to develop a deep understanding of Keyera's businesses, strategy, markets, operations, and financial performance.
- Develop written material describing Keyera's business, initiatives and financial results for inclusion in conference call scripts, interim and annual reports, news releases, and other public disclosure documents, as well as on Keyera's website.
- Organize and participate in investor road shows, industry and investor conferences, retail meetings and investor field trips, including preparing presentations, fact sheets, and other materials.
- Act as one of the primary contacts for the investment community, providing prospective and current investors with an accurate and detailed portrayal of Keyera's business, performance and future prospects to enable them to make informed investment decisions.
- Interact with buy and sell side analysts to maintain an accurate understanding of Keyera's business in order to achieve a fair valuation.
- Conduct research and analysis in areas such as Keyera's financial results, valuation, stock performance and shareholder perceptions, as well as broader items such as Keyera peer group benchmarking, industry trends, and capital markets activity to provide feedback and insight to Keyera's executive.

In addition to applicants internal to Keyera, external candidates will also be considered. Please forward your resume to Keyera's Human Resources Department or e-mail to careers@keyera.com by **September 5, 2014**.

We thank all applicants for their interest, however, only those considered for an interview will be contacted.