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ABOUT POET ETHANOL PRODUCTS

POET Ethanol Products is a global leader in the energy and agricultural space. We started as a supplier of fuel ethanol, and have grown into a multi-commodity marketing and transportation company providing solutions in fuels, grains, natural gas, and carbon dioxide markets. We are part of a network of engineering, management, marketing, and manufacturing companies that are dedicated to being good stewards of the Earth by converting renewable resources to energy and other valuable goods as effectively as humanly possible. As the largest supplier of ethanol in the world, we believe in the value and benefits of driving a renewable solution to global energy needs, and focus on creating a more sustainable path forward in all our related industries.

JOB SUMMARY

When we show up to work at POET Ethanol Products, it's our job to meet our customer's needs as efficiently as possible.

The Natural Gas Scheduler will be responsible for ensuring the timely delivery of natural gas to each of our partner bio-processing sites in the most economical manner possible. The scheduler will also be responsible for building and maintaining economic excel models and ensuring that all assets are efficiently employed through our portfolio based approach which allows us to effectively manage market risk.

THIS JOB MAY BE FOR YOU IF....

- You have 5+ years of natural gas scheduling experience.
- You have earned a Bachelor's degree in a business related discipline.
- You have demonstrated the ability to creatively develop strategies involving natural gas assets.
- You have proficiency in spreadsheet development and are capable of learning new programs.
- You are able, on an as-needed basis, to work outside of normal business hours as issues arise.
- You communicate effectively. You are comfortable communicating in writing & over the phone.
- You enjoy helping people. You're patient and enjoy exceeding someone else's expectations.
- You pay attention to the details but also see the "big picture." For you, anything worth doing is worth doing right, every time.
- You are a learner, not afraid of taking on new things and stretching yourself. You are not afraid to ask questions, as you're always looking to improve and help others.

A TYPICAL DAY (if there is one)

- Responsible for ensuring that all scheduling functions related to the transportation of natural gas (i.e. nominations, balancing, volume verification, etc.) take place in an accurate and timely manner.
- Thoroughly understand transportation contracts and nominate appropriately based upon contract entitlements, receipt and delivery points, and capacity avoiding any overrun or other unforeseen incremental transportation charges.
- Track and interpret pipeline curtailments and operational issues using pipeline electronic bulletin boards (EBBs) or communicating with pipeline transportation representatives
- Develop and implement plans to execute short/long term pipeline capacity releases. Provide information to traders related to short term opportunities as a result of pipeline constraints and operations.
- Communicate physical positions to traders and key customers
- Assist accounting with invoice reconciliation
- Develop and maintain trusted partnerships with all parties in the supply chain including third party schedulers, traders, pipeline representatives, and internal personnel.

WORK ENVIRONMENT

- Culture is king at POET. We are all on the same team. We always communicate. We park our egos at the door. These aren't just slogans on our walls. It's part of who we are.
- We have an open work environment, with no offices. We are all in this together and we work close together.
- We work hard. We play hard. We have frequent team events, from bowling to BBQ's to charity activities.
- We also expect that everyone will maintain a healthy work-life balance. It's the best way to optimize health, happiness and productivity over the long term.
- There is not a lot of physical labor, most of your time in the office will be at a desk. Your longest walk will typically be to a meeting or to the break room to help yourself to one of the gourmet coffee\expresso selections or a piece of fresh fruit.

How to Apply

Interested applicants are to complete the online application and submit a resume and cover letter explaining why they seem to be well-suited for the opening.

We are proud to be an Equal Opportunity Employer. If you want to learn more about us, please visit www.poetep.com