

EMMA HARJO

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EDUCATION

University of Oklahoma - Norman, OK

Bachelor of Business Administration in Energy Management

Graduation Date: May 20XX Major GPA: 3.55

University of Sienna - Arezzo, Italy

May 20XX - August 20XX GPA: 4.0

RELEVANT EXPERIENCE

Devon Energy Corporation - Houston, TX

Landman Intern, May 20XX - August 20XX

- Worked with the North Louisiana and South Texas Regions
- Performed in-house lease checks in conjunction with operations of field brokers to define company leasehold and interest for targeted areas of interest
- Prepared a cost estimate for buying new leases based on research of past company and competitor bonus payments per acre
- Further increased my knowledge and experience with Tobin Land Suite and GIS mapping, also introduced to Devon accounting systems as well as the vast capabilities of Louisiana's oil and gas Sonris database system
- Researched deed and probate records for the completion of a mineral takeoff

El Paso Exploration and Production - Houston, Texas

Landman Intern, May 20XX - August 20XX

- Worked with Mississippi and North Louisiana Regions
- Ran mineral and leasehold title for a title opinion
- Achieved proficiency in GIS mapping and Tobin Land Suite databases, as well as multiple El Paso corporations
- Analyzed leases and land contracts to determine company ownership
- Proposed well operations to outside owners and calculated net revenue interest

HONORS & ACTIVITIES

- Energy Management Student Association
- American Association of Professional Landmen
- National Society of Leadership and Success
- Gamma Beta Phi Honor Society
- Sooner Heritage Scholarship recipient
- American Indian Student Association
- Big Brothers Big Sisters of Oklahoma

OTHER EXPERIENCE

Target Stores - Norman, OK

Sales Associate

Legends Catering - Norman, OK

Cake Decorator