

Jeremy "Paul" Heikkila
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Land Professional with 20/+ years' experience in the oil and gas industry, primarily working with landowners, local governmental agencies, business owners, mineral leasing, land acquisition, extensive title knowledge, lease negotiation, seismic projects, mineral ownership reports, due diligence, ROW acquisition, curative and negotiating damages/ crop loss. Worked in many counties across Texas, Mississippi, South Carolina, Georgia and Missouri.

HIGHLIGHT OF SKILLS:

- Strong customer communication and service skills,
- Strong organizational skills,
- Experience in working in fast-paced environments,
- Strong work ethic and high levels of professionalism,
- Effective communication skills, and
- Technical acumen and very attentive to detail

EDUCATION:

B.F. Terry High School - Rosenberg, Texas

U.S. Navy Submarine Service – Based in Pearl Harbor, Hawaii, Rank 2nd – Duties – MSDV 1991-1994

Ocean Corporation, Certified Commercial Diver, NDT Tech, and ROV operator – Houston, Texas 1995

INDUSTRIAL EXPERIENCE:

1 Sept 2024 - **Premier**
17 Dec 2024 8283 Leopard St.
Corpus Christi, Texas 78409

Work Accountability and Performance: Chief Operations Officer

- Managed the day-to-day operations of a company, including marketing, sales, and IT,
- Worked with the CEO to translate the CEO's vision into a practical plan. Also developed and implemented strategies to improve the company's growth,
- Managed teams across various functions, such as finance, human resources, marketing, and operations, and also performed employee reviews and developed corrective action plans,
- Managed financial management, including budgeting and forecasting, and ensured resources were used efficiently while maintaining financial stability,
- Built and maintained strong relationships with clients, partners, and key stakeholders.,
- Monitored operational performance using data and key metrics, and also provided regular updates and forecasts to the executive team,
- Ensured compliance with regulatory requirements and industry standards, and
- Worked closely with the CEO and other C-level executives to achieve the company's goals.

25 May 2022- **FRIO Valley Infrastructure**
5 August 2023 11451 Katy FWY,
Houston, Texas 77079

Work Accountability and Performance: Contract Petroleum Land Manager & Business Development

- Maintained current client relationships and identified areas for potential clients,
- Researched the latest in the business industry and created new opportunities to expand the business,
- Strong understanding of company products and services as well as business position and competition,
- Research and provide documentation of leases, rights-of-way, joint ventures, B2B and landowner negotiations for land, leasing and ROW acquisition,
- Performed title information gathering, organized and analyzed title documents to assess rights information, and performed internal title updates,
- Provided assistance to the drilling and operations land staff, and
- Prepared lease agreements, tracked and recorded receipts, and performed other land management or property management activities

01 May 2019- **Easton Energy Pipelines LLC (Williams Petroleum Texas Assets)**
25 March 2022 15375 Memorial Dr.
Houston, Texas 77079
Office: 281-767-2511

Work Accountability and Performance: Inhouse Petroleum Land Manager

- B2B and landowner negotiations for land, leasing and ROW acquisition,
- Researched and provided documentation of leases, rights-of-way, joint ventures, and other types of oil and gas agreements,
- Performed title information gathering, organizes and analyzed title documents to assess rights information, and performs internal title updates,
- Provided administrative support and record keeping to the title section,
- Provided assistance to the drilling and operations land staff,
- Prepared lease agreements, tracked and recorded receipts, and performed other land management or property management activities,
- Prepared and executed specialized lease documents,
- Worked as part of the geological development team for numerous projects,

- Oversaw and made work assignments for contract personnel for lease acquisitions with knowledge of all types of land transactions like farm-ins and farm-outs, and prepared and presented reports to upper managers on the status of rights of acquisitions, and
- Cured omissions or errors on leases or titles,

01 Jan 2010- **Clayton Williams Energy, Inc./Wildhorse Resources**
26 April 2019 707 Texas Ave.,
College Station, Texas 77840
Office: 979-764-4030

Work Accountability and Performance: Contract Landman

- Arranged drill site title, scope of research and construction from sovereign to current certification date,
- Provided runsheet preparation to ensure precise chain of title,
- Provided title opinion updates involving multiple lands, mineral, royalty owners and multiple leasehold owners, and
- Arranged lease acquisitions and curative activities.

30 Dec 2000- **Cypress Energy Services/Omni (Williams Petroleum North Texas Assets)**
15 Jan 2010 800 Gessner Rd
Houston, TX 77024
318-896-6664

Work Accountability and Performance: Asst. Project Manager

- Experience working with utility franchise agreements, including ensuring terms and provisions meet business needs and comply with equitable and nondiscriminatory provisions of federal law,
- Familiar with utility construction permit application process at the municipal (city/county) level, as well as, other regulatory agencies such as DOT, railroads, state land departments, and forest services,
- Familiar with structure access request process allowed under the Telecom Act whereby a Competitive Local Exchange Carrier (CLEC) applies to lease available space upon poles or within underground conduit of an Incumbent Local Exchange Carrier (ILEC) or power company,
- Experience negotiating for easements on private property, including easement document preparation, professional survey review, and land value assessment and negotiation, and
- General familiarity with utility outside plant construction terminology and techniques including facility locates, pole attachments, engineering plans, facility relocation, and directional drilling

22 Sept 1995- **Diamond Offshore**
7 Dec 2000 15415 Katy Freeway, Suite 100
Houston, Texas 77094
Office: 281-492-5300

Work Accountability and Performance: Contract Operations Manager/Diver

- Team Leader
- Maintenance Service to Oil, Gas, Energy and Shipping Industries
- Surface and Sub-surface construction, inspection, non-destructive testing, derrick and wind wall maintenance
- Sub-surface maintenance and construction as diver.

TRAINING:

Dart Drone 107 Course

Texas All-Lines Adjuster License #: 2251420

CERTIFICATIONS:

TREC Registration #: 33411 Expires 03/31/2026

AAPL Member # 00096292

Remote Pilot Certificate #4154774

Medical Certificate Second Class Control #200008341288

Xactimate 28 & Sketch Training, Fundamentals of Adjusting Training / ID:
HEIKKILA@CQY2F.JEREMY.P.HEIKKILA

Texas Notary ID: 128405279 Expires 06/05/2025

SPECIALTIES / COMPUTER SKILLS:

Highly skilled in the basic Oil & Gas industry standard software programs and databases to include Google Earth, Arc view, Auto cad, Microsoft Word, Excel, Access, Power Point, Greenbriar, Net Deed Plotter and Informatik Map draw