To Whom it may concern,

I am submitting my resume for a position within your company. I have several years of experience in a wide variety of fields including: natural gas services, customer service, development, management, negotiation, sales, and training.

As an ideal candidate, I also offer:

* A solid foundation in organizational development, employee training and development skills and knowledge of how to use technology to improve individual/organizational performance.
* A proven ability to build rapport with individuals from all cultural and socioeconomic backgrounds.
* 10+ years of customer service coupled with a track record of excellent performance as a leader in sales and negotiations for which I have received many awards.
* Proficiency with computers, PDA’s, Landex, BOLO, and MS Office.

In addition to my extensive experience, I have excellent communication skills. I always maintain a positive, mature, gracious, and professional manner when communicating with people, even when difficulties arise. My broad experience and range of skills make me a superior candidate for this position.

Currently, I am seeking a position where I can continue to uphold client service and strong negotiation skills. As a member of your team, I am confident that my innovative and results-focused approach would make a significant contribution to the success of your organization.

Enclosed is a copy of my resume for your review. Should you agree that my qualifications meet the requirements of the position, I welcome the opportunity to discuss the position with you further.

Sincerely,

Adam C. Ellis

**PROFESSIONAL EXPERIENCE:**

**Brown Resource Group**

**May 2014 to Present – Jane Lew, West Virginia**

**Project Manager & Crew Chief – Acquisition**

Oversaw all aspects of acquisition for CNX in the West Virginia territory and Dominion Transmission(dti) storage fields , including but not limited to : agent production, agent assignments, client reporting, meeting with in house land agents and following plan directive, document preparation, preparing and pulling title and abstracts, handling curative, running heirships forward, reading and reviewing title and abstracts, along with implementation of policies and procedures.

**Iron Will Energy**

**January 2014 to May 2014 – Houston, Texas**

**Project Manager – Leasing**

Oversaw all leasing responsibilities in Eagle Ford ( Walker , Houston , Leon , Madison Counties) including but not limited to :acquisition and agent production , lease take off ,LPR’s, AOI’s , creating leases, lease entry into BOLO and in house contract lease analyst for ZaZa, operating and cleaning up BOLO, entering division orders, NRI’s and lease tracts.

**Front Runner Seismic**

**December 2012 to October 2013- Youngstown, Ohio**

**Regulatory Land Specialist**

Negotiated and obtained permits from regulatory agencies to allow seismic testing and crew movement on county and state roads throughout the project area. Included meeting with county engineers, municipalities, and state and federal agencies to negotiate terms acceptable by both parties. Issued bonds and payments for road and land usage during and after seismic shoots.

**Bishop Land Services**

**June 2012 to December 2012 –Terre Haute, Indiana**

Permit Agent

Permitted shot hole and geophones access for seismic shoots: duties included seismic permitting, working with landowners to overcome objections to participate, and managed seismic crews as a field liaison. Focused on problem files (addressed issues clients had with current landowners) Assisted several different clients, Country Mark Energy, Jordan Oil and Gas, Pioneer Oil Company and Bay Geophysical in completing seismic shoot projects, both 2D and 3D shoots in Indiana, Michigan and Illinois.

**Long Consulting Group, LLC.**

**May 2009 to June 2012 –Tioga County, Pennsylvania**

**Land Agent**

Obtained oil and gas leases, pipeline Right of ways, Impoundment Ponds, compressor stations and any other relevant negotiations. Prepared legal contracts and addendums and executed to the companies specifications. Held community meetings, negotiated terms of contracts with landowners and lawyers, completed Curative work, Genealogy, Due Diligence, Drill site curative, while executing agreements in a professional timely manner.

**PROFESSIONAL DESIGNATIONS:**

* **West Virginia Commissioners Designation ( notary)**
* **AAPL Active Member #00099603**
* **AAPL – RL Designation**
* **Shell Safety Certification**
* **Consol Energy Saftey Training and Certification**

**COMPUTER SKILLS:**

* **Landex**
* **BOLO**
* **Metes and Bounds**
* **Microsoft Office (Word, Excel, PowerPoint, Access)**

*Major client responsibilities:*

**Consol Energy-CNX**

* **Project Manager-** Managed a crew of 30 agents, created and built amendment and ratifications, leases and addendums from title and abstracts. Reviewed documents, built turn in packages, and submitted to client for review. Attended production and planning meetings with in-house land agents and attorneys.
* **Acquisition Agent-** Acquired leases and amendments and tailored agreements to satisfy lessor and lessee
* **Title Work-** I ran 50 year title, verifying proper documentation and ownership of properties
* **Document Creation/ Review-** Created and reviewed amendments and ratifications for lease extensions, created Affidavit of Heirship forms, built leases through successor in title.

**ZaZa Energy**

* **Project Manager-** Managed a small crew of 5 leasing agents, trying to acquire interests for joint venture drilling operations with EOG in the Eagle Ford play.
* **Lease Analyst-** Established lease records, lease amendments and extensions. Participated in company audits, field inspections, prepare acreage, rental reports and analyzed oil and gas agreements
* **BOLO-** Clean up and correct entry in the BOLO system: Entering division orders, NRI’s, tracts of land and lease tracts.

**Halcon Resources**

* **Regulatory Land Specialist-** Met with regulatory agencies to acquire permits and negotiate bond amounts for accessing county and state roads. Along with meeting with PA state officials for seismic shoot permits in state game lands and migratory bat areas.
* **Permit agent-** Met with difficult land owners and “hard no” land owners to overcome objections to seismic activities and secure permits or restricted permits in seismic shoot parameters.

**Bay Geophysical (Country Mark Energy-Jordan Oil and Gas – Pioneer Oil Company)**

* **Permit Agent-** Met with landowners for several different clients, for both 2D and 3D seismic shoots to gain access across their property.
* **Damage Negotiator-** Met with farmers and land owners to negotiate damages and issue checks for crops, yards and any relevant damages caused by seismic operations.

**East Resources – Shell Appalachia**

* **Seismic permitting & liaison duties-** Gained access to properties to test the subsurface
* **Leasing-** Acquired mineral leases and tailored agreements to satisfy lessor and lessee
* **R.O.W-** Signed agreements for pipeline, temporary and permanent water lines, created databases with client information, and acted as liaison during construction
* **Water Specialist-** Approached land owners about possible sites for impoundment ponds, developed and negotiated bonus amounts, met with engineers from AECOM, oversaw implementation of impoundment pond process and acted as liaison during construction

**PREVIOUS EXPERIENCE:**

**Colonial Life/Voluntary Benefits**

**May 2007 to May 2009 – Elmira, New York**

**Area Development Manager (ADM)**

Oversaw all sales and business development functions, including new product rollouts, key account management, customer relationship development, contract negotiations, recruiting and training and account enrollments. Provide cross-functional team training, coaching, and mentoring. Market and deliver benefits communications and enrollment solutions to decision makers, present and enroll voluntary product solutions to employees. Recruited and developed talented people, develop a scratch market and improve broker relationships and marketing in Southern Tier territory.

**National Income Life Insurance Co.- (Nilico)**

**June 2006-May 2007-Southern NY State**

**General Agent**

Managed 4-8 agency sales representatives. Overseeing appointment setting, closing ratio, presentation fluidness and total aspects of objections, referrals, and sales. Developed and implemented strategic plans for setting cold appointments, and maintaining a high business quality index. Implemented sales development, new market penetration, and continued recruiting new agents as well as advancing my career and those beneath myself. Market continued to grow strong with increasing sales performance and referral activity.

Denny’s Inc.

**November 2004 - May 2006 Horseheads, New York**

**Sales Manager**

I was utilized to manage the business and functions of a family restaurant; responsible for development and delivery of sales, profit objectives, and Key Results Areas, for the execution of the restaurants vision and mission, along with ensuring guests are satisfied with their total dining experience. My responsibilities included; developing restaurant operating plans supportive of company and market strategies, planning, scheduling and analyzing units staffing, including future management needs and training of all employees. I was in charge of maintaining proper inventory levels for both food and nonfood items in accordance with company guidelines. I embodied, promoted and taught values, in all aspects of restaurant operations including customer service, employment, public accommodations and community goodwill.

**PROFESSIONAL REFERENCES:**

**Christopher Schilling- Land Agent- Holland Services-607-738-5764**

**Jed Spratt – Senior Landman- Consol Energy-304-641-9824**

**Scott Nowak– Project Manager–ZaZa Energy-607-425-3002**

**Scott Snow - Public Relations-Talisman- 607-377-2616**

**Steve Whipple- Land Agent-Energen – 432 -803-3034**

**Ken Witt- Senior Landman- Energen – 606-275-1200**