

Scanning Technician

Join the dynamic and collaborative team at Katalyst Data Management! Katalyst is seeking a scanning technician with great attention to detail. This is an exciting opportunity to play an integral role in completing a company project. Qualified candidates will possess knowledge of seismic and well data support documents and Neuralog equipment.

Location

- Houston, Texas, USA
- 2nd and 3rd shifts available
- Full-time position

The Company

Katalyst Data Management provides end-to-end subsurface data management solutions for the oil and gas industry. From data capture and verification, to data storage and organization, to marketing data online, our specialized data services cater for small enterprises, through to large multinational and corporate datacenters. Katalyst's web-based iGlass services and their related controls, including system redundancy are key differentiators in providing and maintaining a high availability, 24/7 access for customers. Innovation and commitment have enabled Katalyst to provide excellence in both technologies and service qualities.

Key Responsibilities and Accountabilities

In this role you will be responsible for the scanning of physical records to digital formats provided by clients for reproduction or archival purposes. The scanning technician requires the ability to understand and comply with the individual requirements of each client and project.

Key Responsibilities

- Scan seismic support documentation, including observer logs, survey notes and seismic sections.
- Scan well logs (both folded and rolled) and related well file documents.
- Organize incoming data based on assigned priority level.
- QC data using internal tools.
- Initiate communication with team lead to solve problems related to documents.
- Update the Work Management Tool with comments and billing information for each job.

Skills Required

- Safety first mentality
- Highly proficient in oral and written communication with proficiency in English
- Strong computer skills with an emphasis on Microsoft Office
- Strong team work and interpersonal skills
- Pays close attention to detail, accuracy, and completeness. Shows concern for all aspects of the job.
- Ability to work transparently with minimal supervision

Required Education and Experience

- High school diploma or equivalent
- Document & wide bed scanning experience preferred
- Neuralog scanning equipment experience preferred.

To Apply

Applications can be emailed in confidence to jobs@katalystdm.com with the subject line "Scanning Technician - Houston".