

Oilsands Quest Inc. is a dynamic public company involved in oil sands exploration and development in Alberta and Saskatchewan. We are applying our technical expertise to develop multiple global-scale discoveries while aggressively exploring Canada's largest contiguous oil sands land holding. We are growing quickly and need competent team players who can hit the ground running and contribute to our growing success. At our corporate office in Calgary, we need an experienced

Business Development Analyst (Full Time 40hrs per week)

Responsibilities to include:

Co-ordination & Planning

- Produce business cases and feasibility studies for new projects and initiatives.
- Work proactively with development teams to ensure projects address the business requirements and are being carried out as planned.
- Support Project Managers in developing project plans, schedules and maintaining project deadlines.
- Navigate ambiguity, overcome confusion and simplify complex situations.

Communication:

- Act as Liaison between IT providers and the business unit.
- Co-ordinate with departments to set priorities and various deliverables.
- Manage relationships with outside providers to ensure quality and timely solutions to problems.
- Provide support to departments and ensure business issues are dealt with in a timely manner.
- Create presentations as necessary to effectively communicate ideas, systems and requirements.

Business Process Improvement:

- Identify opportunities where technologies, systems and processes can improve operations and achieve goals through business process re-engineering.
- Produce documents to support systems and processes.
- Monitor advances in technology and processes and perform cost/benefit analysis on their potential utilization.
- Determine training requirements and ensure training is scheduled for users of new software and systems.

Analysis:

- Monitor external issues (political/economic) and analyze their impact on the company.
- Analyze processes to ensure efficient use of systems is occurring.

Salary \$55,000 per annum, commensurate with experience.

Please send your resume and covering letter by October 30, 2008 to:

Email: hr@oilsandsquest.com

Mail: Oilsands Quest Inc.

Human Resources – Business Development Analyst

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