

Position Title	Data Base Facilitator / Geologist
Core Tasks	<p>The Data Base Facilitator/Geologist role includes;</p> <ol style="list-style-type: none"> 1. Assist Aquila Management to develop plans using Minex software and from GIS sources to compliment reports for Aquila coal exploration tenements. 2. Assist the Exploration Manager with coal exploration activities which includes; <ul style="list-style-type: none"> • Assist with planning of exploration activities across the Aquila tenements. • Establish and maintain architecture for GIS information storage. • Input data, create and assess geological models and information systems. • Preparation of drawings and graphics for exploration, reporting purposes. • Maintain data bases and computing equipment. 3. Assist the Systems & Approvals Manager with EIS Studies & Cultural Obligations. 4. Assist with preparation of reports for all Aquila EPC/Project requirements. 5. Produce geological and other technical documents as required.
Reports to	Exploration Manager - Coal

Accountabilities

Exploration strategy

- Production of exploration plans highlighting available data for each tenement.
- Prepare exploration plans and predicted logs for exploration requirements.
- Maintain and review geological data on an ongoing basis to ensure information is always current.
- Overview the tenement requirements.
- Liaise with all Aquila personnel to develop the best systems for data management.
- Ensure all data obtained is reviewed and assessed prior to entry into the data base.
- Maintain liaison with outside groups to assist with Aquila objectives.

Safety Management of the exploration program

- Site duties may be required from time to time (depending on experience).
- Ensure hazard management plans are observed.
- Ensure the requirements of the Environmental approvals and Cultural Heritage Plans are met.
- Keep statutory and internal reporting up to date.
- Assist maintain all Aquila tenement in good standing.

Resource Statements

- Establish standards and process for all GIS and Minex procedures eg for modelling etc.
- Develop and maintain geological records, geophysical logs etc for all exploration interests.
- Assist with compilation and preparation of resource reports to JORC standards.

Geological and Technical Reporting

- Assist with the execution of the Exploration Plan for investigations to achieve project deliverables.
- Assist with production of reports on each target to satisfy feasibility and other report deliverables.
- Facilitate results from testing programs into the project schedule and budget requirements.
- Assist with cadastral / landowner information and graphics for reports



Job Description
Data Base Facilitator/Geologist

FRM No.

Expectations

Aquila is committed to developing and operating coal mining and exploration operations as efficiently and safely as possible. Every role within Aquila is expected to ensure the following expectations are achieved;

Safety and Health – “Make sure we do things safely”

- Ensure that the work practices and systems within the various operations and projects are consistent with the Safety Management System and relevant statutory requirements.
- Support the implementation of specific strategies within the individual projects to minimise the exposure of safety related risk to employees from injury or disease.
- Ensure Aquila meets its statutory safety obligations by supporting the Safety Management System.
- Ensure compliance with the obligations of persons generally – Section 39 of the CSMH Act 1999.

Policy and Procedures – “Do what we say we are going to do”

- Ensure that the actual work practices and systems within the sites are consistent with all policy and procedures (safety, environmental and cultural heritage) and any statutory requirements, by monitoring activities.
- Ensure that each Project team complies with the site policies and procedures by communicating their content, monitoring practice and reporting to management accordingly.

Business – “Set the example”

As a manager in a small team coordinating external contractors and consultants.

- Demonstrate strong leadership skills setting clear and structured expectations and hold all external parties accountable for the scopes of work.
- Manage your budget diligently and make every decision as to optimise the return on every dollar.
- Be prepared to review, change and flexibly manage your plans subject to the needs of the business.

Continuous Improvement – “Show we can always do thing better”

Contribute towards continuous improvement of all processes and systems by:-

- Initiate and implement improvements in performance for the projects.
- Creating a management culture and system that encourages resourcefulness.
- Working with other specialists to identify, source and justify the implementation of new technologies.

SPECIFIC ACCOUNTABILITIES IN 2009

Specific Accountabilities

The specific accountabilities within the coal operations which will be reviewed with regard to the full year performance;

1. Ensure focus is maintained on safety at Aquila Tenements and the office environment to ensure full compliance.
2. Work towards minimising any injuries or incidents on exploration tenements, especially by better communications.
3. Assist with development and execution (including schedule) of Aquila’s Exploration Plan and budget which maintains Aquila tenement obligations in order and provides the best opportunity to identify and develop coal resources.
4. Assist with technical assessments for all Aquila tenement.
5. Maintain Data from all sources; geological, cultural, environmental and GIS.
6. Prepare plans for all Aquila Queensland Coal reporting purposes.

These accountabilities will be used as the basis for the short term incentive component of the remuneration.

Exploration Manager

Signature

Date

POSITION DESCRIPTION- READ AND UNDERSTOOD BY INCUMBENT

Incumbent Name

Signature

Date