



*McEwen Mining Inc. has four producing mines, located in Nevada, Ontario, Mexico, and Argentina, and also has exposure to copper through its subsidiary McEwen Copper, owner of the large Los Azules copper deposit in Argentina. Our goal is to further develop into a strong and profitable gold and silver producer, focused on the Americas. In order to do that, we need great talent. McEwen Mining currently has an opening at our **Fox Complex Sites** for a:*

Mill Planner

Reporting to the Mill Superintendent, the Mill Planner will perform many duties throughout the mill production process including coordinating labour resources, equipment, parts, and materials to support the continued efficient operation of the mill. They will aid the operations team in the areas of preventative, predictive and condition-based planning to avoid breakdowns and impacts to production within the mill. They must be a committed team player with a strong knowledge of and dedication to safety, production methods and equipment care. Other duties will be assigned as per operational needs.

The list of duties and responsibilities below is not exclusive or exhaustive, and the employee will be required to undertake such duties as may reasonably be expected within the scope of the position. All employees are required to be professional, cooperative, and flexible in line with the requirements of the position.

Operational Planning & Technical Execution

- Work with warehousing to ensure proper quantities and quality of parts and consumables.
- Monitor stock quantities of spare parts and general use items and recommend stocking levels to support increased critical equipment uptime while optimizing inventory levels.
- Generate, and follow-up on work orders and ensure that all the required materials are available to complete scheduled work.
- Monitor maintenance supplies and parts for daily and preventative maintenance while monitoring and controlling costs.
- Develop daily plans and clearly relay tasks to maintenance team.
- Review and periodically inspect critical spares; maintain critical spares inventory in collaboration with Procurement.
- Maintain and establish professional relationships with new and existing vendors and contractors and coordinate planned contract work.
- Deal with escalated order/supply issues that may arise.
- Perform daily equipment walk around, work area inspections, and Supervisor Routine flow inspections (control points) to identify, minimize and correct safety hazards, ensure that quality checks are being done, and that equipment is properly maintained.
- Participate in planning of Mill shutdowns and subsequent start-up processes.
- Work with the Health and Safety department as well as the staff Occupational Health Nurse on shutdown and start-up processes.
- Ensure that all maintenance work is properly entered, conduct work order analysis, and audit the system to ensure accuracy and follow up on discrepancies.
- Ensure that all maintenance work complies with safety regulations and industry standards.



- Work with engineering and operations teams to plan and implement equipment modifications and upgrades.
- Schedule regular service visits as required.
- Investigate and analyze machinery downtime to assist in determining preventative and corrective actions to eliminate reoccurrences.
- Assist with manpower planning which includes reviewing / implementing work schedules to adapt to mill plant needs, making changes, communicating changes.
- File scheduled oil samples and report any abnormalities.
Perform other related duties as assigned by management.

General Administration and Controls

- Daily tailgate safety talks with maintenance teams
- Work with the staff Occupational Health Nurse on schedule and planning of Industrial hygiene compliance program.
- Generate and analyze various reports to assist in continuously improving the preventative maintenance program.
- Monthly safety inspections and task analysis reports
- Provide maintenance-related operational input into the monthly and quarterly plans and objectives for the Maintenance section.
- Assist in the research and development of maintenance policies/procedures.
- Participate in site audits and maintain records to ensure compliance.
- Participate in budget development and potential capex items.
- Continuously develop and report on Mean Time To Repair (MTTR) which is a KPI that measures the average time it takes to complete repairs on a piece of equipment.
- Make sure maintenance crews are efficient and effective in repairing equipment.
- Continuously update inventory for all maintenance hazardous products and ensure to keep a log of all active contractors for WSIB clearance certificate purposes.
- Create and maintain service history files.
- Maintain all relevant regulatory and internal documentation, drawings, and plans, ensure that they are updated with changes.
- Trend/record wear and consumables.
- Gather and assess operator checklists.
- Verify accuracy and approve timecards.
- Promote teamwork through leadership and facilitation.
- Conduct and participate in daily shift crossover (as required), daily maintenance tag-up meetings, daily Mill schedule compliance meeting, weekly safety meetings, weekly Mill planning meeting, other staff meetings as required.

Qualifications and Skills Requirement:

- Valid driver's license and a reliable means of transportation.
- Demonstrate excellent leadership, interpersonal and communication skills.
- Strong problem-solving skills while working under pressure requiring immediate response to issues.
- Strong verbal and written communication skills required.



- Ability to interact with a wide variety of departments/roles.
- Maintenance planning experience preferred.
- 5-10 yrs. experience in maintenance preferred.
- Familiarity with maintenance equipment and supplies procurement processes preferred.
- Previous experience with Ball Mills, Gyratory and Cone crushing systems
- Proven safety, environmental and equipment care, and custody leadership required.
- Knowledge of computers required. Familiarity with computerized maintenance systems preferred.
- A proven safe work history.

Diversity and Inclusion

McEwen is strongly committed to Diversity and Inclusion and aims to create a healthy, accessible, and rewarding work environment which highlights employees' unique contributions to our company's success. As an equal opportunity employer, we welcome applications from all to help us build a diverse workforce which reflects the diversity of our communities, in which we live and work.

To apply for this position please email your resume to:

ontariocareers@mcewenmining.com

To find out more information about McEwen mining please visit us at: www.McEwenmining.com

McEwen thanks all candidates for their interest, however only those selected to continue in the recruitment process will be contacted.