



*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:*

Warehouse Technician

Reporting directly to the Warehouse Supervisor, the Warehouse Technician is responsible for receiving all goods delivered to the mine or mill sites, as well as accurately recording details on the receiving documents in a timely manner. They are also responsible for maintaining a safe work environment at all times. They must be a committed team player with a strong knowledge of and dedication to safety and production methods. 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

- Receive and verify accuracy of all goods delivered to mine/mill sites.
- Accept or return material/equipment/supplies according to established procedures.
- Operate forklift, hand truck, pallet jack and other warehouse equipment.
- Assist with loading and unloading as required or necessary.
- Unload (by forklift or by hand) items to be stocked in the warehouse and/or storage yards.
- Sort and place materials on racks, shelves, or in bins according to predetermined sequence.
- Organize shipping of material/equipment/supplies
- Pull materials to fill work orders.
- Assist in inventory management, cycle counts, stock rotation.
- Perform cycle counts of supplier's inventories adjusting quantities as necessary, investigate and resolve discrepancies.
- Other duties as assigned to assist in the procurement process.

General Administration and Controls

- Mark materials with identifying information
- Complete various forms and prepare documents for shipping.
- Process daily receiving documents in a timely and accurate manner.
- Process receiving on non-material related transactions such as rentals, services, etc.
- Notify appropriate party when materials have arrived.
- Maintain accurate inventory records through use of a computerized inventory system.
- Maintain accurate and complete issue slips.
- Distribute, file, and label all documents as required.
- Monitor compliance to company's procurement policy and report problems to supervisor.
- Completes requisitions forms to order additional equipment and supplies utilizing D365.



- Keep area safe, clean, and organized at all times.

Qualifications and Skills Requirement:

- Previous warehouse (shipping/receiving) experience is an asset.
- Ability to lift 50lbs.
- Must be highly self-motivated and able to follow established procedures, meeting standards while working unsupervised.
- Proficient in using Microsoft Office applications.
- Experience with D365 is an asset.
- Ability to work in a fast-paced environment, work under pressure, and meet deadlines.
- Ability to work inside and outside, including in extreme heat and cold.
- Valid driver's licence and reliable means of transportation
- Certification to operate forklift.

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.