



Underground Electrical Materials Coordinator

MACASSA

If you thrive on success and team work in a team culture, Agnico Eagle offers career opportunities on a global scale. We provide rewarding and challenging work that will help you grow your skills and your career. Agnico Eagle is committed to creating meaningful opportunities for our employees and we encourage everyone who works for us to contribute to their full potential. We are an equal opportunity employer and value diversity. We provide a safe work environment and seek to ensure all individuals are treated with respect and dignity, free from harassment, discrimination, bullying and retaliation. All employment is decided on the basis of qualifications, merit and business need. Disability-related accommodations during the application and selection process are available upon request. Interested? We hope you are.

INTRO

Location: Macassa Mine, Kirkland Lake, ON

Rotation: 4/3 or 5/2

This role is not a Camp Based opportunity.

WHAT DO YOU VALUE IN A CAREER?

At Agnico Eagle, our values never waver. We believe in trust, respect, equality, family and responsibility. Why? Because they express who we are and they have helped us succeed in business for over 60 years.

WHAT DOES AGNICO EAGLE VALUE?

We value you – your unique set of skills and experience. We value your willingness to build those skills and make a meaningful contribution to our company. And, we value your commitment to treat every person on our team with respect, helping us to operate safely, protect the environment and make a positive contribution to our local communities.

MACASSA MINE

Agnico Eagle Mines' Macassa Mine is situated on the traditional homelands of the Apitipi Anicinapek Nation, Beaverhouse First Nation, and Matachewan First Nation. In honoring our relationships with and commitments to our Partner Nations, Agnico Eagle prioritizes

the hiring of Members from these Nations. To support this commitment, members from these Nations seeking employment opportunities at the Macassa Mine are encouraged to self-identify during the job application process. This ensures that we can consider your application appropriately in line with our dedication to supporting our Partner Nations.

ABOUT THE OPPORTUNITY

Based at the Macassa Mine, we currently have an exciting opportunity for an **Underground Electrical Materials Coordinator** to join our Mine Maintenance team.

The Macassa Mine is a high-grade gold producer, with grade improving at depth, and a key valuation driver for Agnico Eagle. Located in the Town of Kirkland Lake, Ontario, the Macassa Mine remains one of the highest gold grade mines in the world. Macassa commenced operations in 2002, and with the discovery of the South Mine Complex has been able to increase its level of production significantly over the past five years. The mine is located in an area with well-developed infrastructure, including a provincial highway, a railway system and a private airport. High-grade ore is processed at the Macassa Mill, which currently has available capacity and is located in close proximity to the mine.

The **Underground Electrical Materials Coordinator** will be responsible for the ordering, tracking, storing and coordinating the parts and material underground to ensure efficient execution of scheduled and unscheduled activities.

RESPONSIBILITIES

Your responsibilities will include:

- Secure parts/material in close communication with shift supervision where required. This includes looking up part numbers and the administrative work including entry into the work orders or for direct charge.
- Tagging and kitting of parts and materials as per job task and location.
- Maintain close communication with Planner, Electrical Designer and General Supervisor to ensure future work is resourced to be successful. Parts and material may be procured by the Planner or the Underground Electrical Material Coordinator. Typically, large components for planned work will need to be verified by the Electrical General Supervisor.

- Attend Planning/Scheduling Meetings Tuesday afternoon to ensure following weeks schedule is reviewed and input offered on parts and material availability. Scheduling all tasks with confidence of parts/material availability is the goal.
- Participate in kitting the material underground in preparation for upcoming work.
- Communicate through a log/spreadsheet all activities day to day tracking and material status. This is a quick reference for the Supervisor.
- Act with integrity and as representative of the business.
- Identify, develop, and implement continuous improvement opportunities.
- Assist with critical orders (rushes) and SSJ submissions, working with purchasing group.
- Monitor critical spares (Location, condition, readiness).
- Monitor return to stock and scrap processes.
- Other tasks as assigned.
- Have fun and enjoy the growth this role will facilitate.

QUALIFICATIONS

Our ideal candidate has:

- Minimum of five years' experience in an industrial/ mining setting.
- Extensive knowledge in power distribution and installation methods.
- Proficient in Microsoft Office applications and familiar with inventory management software applications such as SAP.
- Excellent oral and written communication skills.
- Valid G Driver's License.
- Comfort in being in an underground environment.
- Strong physically and mentally.
- Good work ethic and strong attitude towards safety.

WHAT'S IN IT FOR YOU?

Together, we are building a world-class gold mine and our success is determined by the hard work and dedication of our team. All of our team members are rewarded with a competitive benefits package and on-the-job perks, including:

- Competitive salary
- Travel Allowance
- Group benefits package
- Training and learning opportunities

Should you be the successful candidate for this role, you will be contacted by a member of our Human Resources Department to schedule an interview

Together, we are Going for Gold in everything that we do and our success is determined by the hard work and dedication of our team