



Job Opportunity

Alamos Gold Inc. Young-Davidson is currently recruiting the following challenging position to join our operations team:

Administrator, IT

Alamos Gold's **Young-Davidson** is a low-cost, long-life operation and one of Canada's largest underground gold mines. It is located near the town of Matachewan centrally located between Timmins, Kirkland Lake, North Bay and Sudbury, Ontario. The 2020 completion of a highly automated, lower mine expansion has resulted in Young-Davidson increasing production and generating strong free cash flow. With a large Mineral Reserve base, it will serve as Alamos' foundation for growth for many years to come. This is a very exciting time at Young-Davidson, and we are searching for highly motivated and committed people to join our team!

If you are willing to be part of a team that is dedicated to growth, high performance and a culture of safety and accountability, we would like to hear from you!

Date Posted: March 11, 2025

Closing Date: March 25, 2025

Reporting to the Supervisor, IT, the IT Administrator is responsible for developing and implementing the IT infrastructure and ensuring an integrated and stable technical platform. The administrator ensures information systems are operating 24/7 and technical support and implementations are managed to minimize operational disruptions. The administrator also coordinates and manages vendor relationships.

Primary Responsibilities:

- Assist with deploying, monitoring, maintaining, developing, upgrading, and supporting all information systems, including servers, operating systems, hardware, software, storage area networks and backup systems;
- Ensure ongoing compliance with policies, processes and procedures;
- Provide first and second-tier technical support to resolve complex technical issues;
- Maintain awareness of industry trends, and new technologies and determine whether they will add value to the mine and the potential return on investment;
- Evaluate and select appropriate hardware/software requirements, taking into consideration budgetary constraints;
- Oversee assigned maintenance (e.g. conduct monthly maintenance);
- Provide guidance and cross-training with team members;
- Monitor systems to ensure they meet both user needs and business goals;
- VMWare vSphere/vCenter Server Appliance administration;
- Manage Avaya phone system and mobility hardware;
- Active Directory management; and
- Review the existing technology infrastructure and recommend integrated technical solutions and technologies that meet business requirements, shield against technical failures or disruptions and take into consideration inter-site dependencies.

- Perform preventative maintenance, including checking and cleaning servers
- All other duties, as assigned by direct supervisor as required.

Knowledge, Skills, Qualifications and Experience:

- College or University degree in a related field plus related certification.
- Professional designation or certification in related area.
- Minimum of 5 years of related work experience.
- Effective ability to convey messages in an organized, clear and succinct way.
- Strong technical knowledge of system and network operating systems
- Strong technical knowledge of current network hardware, protocols, and standards
- The individual should have demonstrated a high level of energy, self-motivation and strong organizational skills.
- Excellent inter-personal skills together with an ability to facilitate commitment to a cooperative team effort.
- Good communication skills, both orally and written with both internal and external contacts and the ability to work with all levels of the organization.

Schedule: Position is based on a weekly 4 day on /3 day off rotation. Willingness and commitment to balance work/life is important to this role.

Young Davidson offers competitive salaries and benefits packages with opportunities for both personal and professional advancement.

Qualified candidates are invited to visit our website, www.alamosgold.com and apply online under the careers' sections.

Alamos Gold Inc. is committed to an environment that is barrier free. If you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation.

We sincerely appreciate the interest of all applicants, however, only those candidates selected for an interview will be contacted.