

Senior Human Resources Advisor

Copper Mountain Mining Corporation is a TSX/ASX listed copper producer, developer, and explorer in world-class mining jurisdictions. Copper Mountain's flagship asset is the 75% owned Copper Mountain mine located in southern British Columbia near the town of Princeton. The Copper Mountain mine has a +30-year mine life based on resources and produces over 100 million pounds of copper equivalent per year with exceptional upside.

The Company also has the development-stage Eva Copper Project in Queensland, Australia in addition to an extensive 210,000 hectare highly prospective land package in the Mount Isa district. Headquartered in Vancouver, BC, Copper Mountain trades on the Toronto Stock Exchange under the symbol "CMMC" and the Australian Stock Exchange under the symbol "C6C".

Become a Part of Our Team

As we continue to grow Copper Mountain Mining Corporation, many career development opportunities are available for motivated and goal-oriented individuals.

Work with us and you will benefit from the mentorship and guidance of experienced team members because we understand that to accomplish our goals, we must work as a team and rely on the effort of every team member.

Position

Senior Human Resources Advisor

Location

Copper Mountain Mine, is located near the town of Princeton, British Columbia at the center of the scenic Similkameen Valley. Princeton is a community-oriented town with a diverse offering of activities, especially for those who love the outdoors. Princeton is also in close proximity to both the city of Vancouver and the Okanagan.

Summary

Reporting to the HR Manager, the Senior Human Resources Advisor is responsible for providing generalist HR support to Copper Mountain Mine employees and is an integral member of the Human Resources team. This will be accomplished by delivering day-to-day HR activities and partnering with Copper Mountain leaders in providing guidance within various human resource areas for the site.

Key Responsibilities

- Acts as a courageous safety advocate by promoting and supporting a strong safety culture at Copper Mountain Mine,
- Provides advice, guidance, and assistance to people leaders and employees on human resources practices, policies, and programs,
- Interprets and administers the terms in the Team Member Handbook,
- Contributes to the development of industry-leading Human Resources policies, procedures, and programs,

- Partners with people leaders to determine recruitment requirements; manages and participates in the full cycle recruitment process, including preparing job postings, screening resumes, interviewing candidates, and preparing offers of employment,
- Supports investigations into complex employee relations issues,
- Manages the employee onboarding and offboarding processes,
- Provides coaching to leaders on managing performance and having difficult conversations, while maintaining confidentiality, consistency, and sensitivity,
- Builds and maintains positive partnerships with leaders to develop a high-performing, diverse and inclusive workforce at Copper Mountain Mine,
- Develops and maintains professional relationships with employees by ensuring a sense of confidentiality, mutual trust, concern, respect, and teamwork,
- Maintains compliance with federal and provincial regulations concerning employment,
- Handles electronic employment records and associated HR systems,
- Manages, analyzes, and presents key HR data for reporting purposes,
- Identifies opportunities to improve HR support, focused on effectiveness, efficiency, and process simplification,
- Participates in ongoing training and learning opportunities as well as HR projects and initiatives,
- Performs all other duties or projects necessary to support mine operations related to the Senior Human Resources Advisor role as required or as assigned by the department head.

Education & Experience

- Bachelor's Degree in Human Resources, Business Administration, or equivalent combination of relevant education and experience may be considered,
- Minimum of 3-5 years of HR generalist experience,
- CPHR/CHRP designation or working towards is considered an asset,
- Experience in the mining industry or heavy industry is ideal,
- Strong computer system aptitude and experience working with various types of software including Microsoft Office Suite,
- Previous experience working with an HRIS system, including an HRIS implementation is considered an asset,
- Experience in employee relations and performance management,
- Possess a valid driver's license and have access to personal transportation.

Required Skills

- Confident communicator at all levels of the Copper Mountain operation including listening, writing, presenting,
- Self-directed and works with minimal supervision,
- Committed team player with the ability to collaborate well with others in a meaningful and impactful manner while coupled with a friendly and positive demeanour and professional image,
- Ability to manage time and multiple tasks to accomplish a variety of assignments with conflicting priorities and competing demands,

- Strong problem solving and analytical skills, excellent judgement, and proven ability to maintain confidentiality,
- Demonstrated strong attention to detail with the ability to analyze data, check for errors and/or inaccuracies,
- Proven ability to confidently coach varying levels of the Copper Mountain operation.

Working Conditions

- Work involves a set work schedule on-site at Copper Mountain Mine, Monday to Friday,
- Exposure to dust and temperature fluctuations,
- Occasional exposure to fluctuations in sounds, noise, vibration levels,
- Work includes working near others with a high degree of social interaction,
- Work may require sharing office space occasionally.

To Apply

To apply, please send your cover letter and resume to humanresources@cumtn.com. Please include '**Senior Human Resources Advisor**' in the subject line of your email response.

Copper Mountain Mine is an equal opportunity employer committed to diversity, equity, and inclusion. While we consider all qualified applicants for employment and thank all applicants for their interest, only those selected for an interview will be contacted.