

Clerk, Warehousing

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

Clerk, Warehousing

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 Superintendent, Materials Management, the Clerk, Warehousing is responsible for providing supply chain support to the Mine and Mill Operations departments to ensure the timely delivery of parts and materials required to support production at the Copper Mountain mine site.

This is a permanent, full-time residential role in Princeton, BC, working a 7-on-7-off day shift roster.

Key Responsibilities

- Performs physical inventory counts and stock adjustments of all warehouse stock items,
- Identifies, confirms, and receives all incoming materials,
- Unloads freight using a forklift,
- Identifies part number corrections, changes, or additions,
- Assists personnel with the location and identification of parts,
- Ensures that stock shelves are maintained in a neat and orderly condition,

- Processes warehouse issues,
- Runs various reports and assists in basic procurement activities,
- Fills propane cylinders for end-use departments,
- Makes certain that warehouse, yards, and outbuildings are maintained in a neat and orderly condition,
- Performs other responsibilities related to the Clerk, Warehousing role as required or as assigned by the department head.

Education & Experience

- High School Diploma or General Educational Development (GED),
- Forklift certification required,
- Propane filling certification preferred,
- Minimum of one (1) to two (2) years of experience coordinating the flow of parts and materials in a fast-paced industrial Warehouse/Industrial environment,
- Proficient user of Microsoft Office Suite, including Word, Excel, and Outlook,
- Experienced in IBM Maximo work order and procurement process is considered an asset,
- Possess a valid driver's license and have access to personal transportation.

Required Skills

- Ability to effectively communicate, verbally and in writing, coupled with exceptional interpersonal skills,
- Have high regard for personal safety and the safety of company property and employees,
- Practices safe work behaviours and supports the Copper Mountain Mine safety culture,
- Proven ability to be effective in a high-paced, dynamic, multi-tasking work environment,
- Details and results-oriented with the ability to adhere to deadlines,
- Strong organizational, prioritization, and time management skills,
- Adept to work efficiently and with minimal supervision,
- Ability to work collaboratively with other team members in a positive manner,
- Required to meet pre-employment testing requirements.

Working Conditions

- Frequent exposure to a team environment with regularly scheduled and ad-hoc meetings,
- Regular exposure to sitting at a computer doing work online,
- Work includes lifting or moving up to 50lbs may be required,
- Work involves performing duties in a combination of environments,
- Occasional exposure to elements such as noise, dust, odours, fumes, and oils.

To Apply

To apply, please send your cover letter and resume to humanresources@cumtn.com. Please include '**Warehouse Clerk**' 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.