



JOB OPPORTUNITY: SITE MANAGER

POSITION SUMMARY: The Site Manager is an operations leadership position responsible for managing all aspects of daily site operations. The Site Manager will report to senior management and work closely with other staff to ensure a safe and productive environment and good coordination of various work groups and contractors. This is a full-time seasonal position for the summer exploration season, likely May through October 2023.

KEY RESPONSIBILITIES:

- Manage all daily activities at the project site, including logistics, staffing and general day to day operations of multiple interdependent teams.
- Ensure compliance with health and safety regulations and company policies.
- Review and support detailed work plans of all teams working at the site.
- Develop and implement communication methods and procedures to ensure smooth and efficient operations.
- Manage site maintenance staff, ordinary fuel/consumable deliveries and contractors as needed.
- Ensure all processes are in place for ordering fuel, supplies and other inventoried items.
- Monitor and communicate access road and weather conditions as work and travel needs require.
- Prepare regular reports on site operations and performance metrics.
- Maintain a positive and productive work environment that encourages teamwork and excellence.

MINIMUM QUALIFICATIONS:

- Bachelor's Degree in Business Administration, Construction Management; or a combination of education and work experience providing equivalent knowledge preferred.
- 2-5 years' experience in a similar role; preferably in exploration or mining.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Experience managing budgets, personnel, and logistics in a remote work environment.
- Excellent communication and interpersonal skills, with the ability to build positive relationships with diverse stakeholders.
- Excellent computer and IT skills; including Microsoft Office.
- Strong leadership and team-building skills, with the ability to motivate and inspire staff to achieve goals.
- Ability to work independently and make sound decisions in a fast-paced, dynamic environment.
- Proven record of executing projects for exploration or industrial clients.
- Valid Driver's license with a clean driving record.
- Ability to work in a remote location and adapt to changing work conditions.
- Ability to lift up to 50 pounds and perform physically demanding work in a variety of weather conditions.
- Ability to stand or walk for long periods of time.
- Ability to work in a noisy and dusty environment.
- All new employees must pass a background check.
- Valid standard first aid certificate is a plus.

SCHEDULE: Work hours generally 7:30 AM-5:30 PM; schedule varies with site demands.

PAY RATE: We offer a competitive salary structure dependent upon experience and qualifications.

LOCATION: Palmer Project camp near Haines, Alaska (7.5 Mile Porcupine Road). Camp accommodation and meals are provided. Additional consideration for daily commuting may be available to residents of Chilkat Valley on an individual basis.

Qualified applicants interested in joining our dynamic team are encouraged to submit a cover letter and resume with **Site Manager** in the subject line to: careers@constantinemetals.com

Applicants may also deliver their documents
in-person: 120 2nd Ave North, Haines, AK **OR** by mail: P.O. Box 315 | Haines, AK | 99827

While we thank all candidates for their interest, only those selected for an interview will be contacted.