



# Position Advertisement

## Buyer - 10026

### ABOUT THE COMPANY

*Sabina Gold & Silver Corp. is a well-financed Canadian precious metals company on track to become a mid-tier gold producer. The Company has a portfolio of properties in Canada at different stages of development. Our flagship project, the Back River Gold Project, is located in the western Kitikmeot Region of Nunavut. Through our Nunavut assets, Sabina is evolving from a successful exploration company to a developer. Sabina is listed on the Toronto Stock Exchange ("SBB").*

### ABOUT THE POSITION

Reporting to the Manager, Supply Chain, the Buyer is based in our Edmonton Office and is responsible for the management and collaboration of project purchases. The Buyer plans, organizes, supervises, and provides follow-up as necessary with suppliers to ensure the efficient and safe flow of project materials and equipment to and from site. Ensuring a high level of documentation and control of all costs related to the project materials, the Buyer maintains and seeks areas of improvement within the Supply Chain team and procurement plans while promoting and complying with Sabina's safety policies and procedures.

### PRIMARY RESPONSIBILITIES

Reporting to the Manager, Supply Chain duties will include (but are not limited to):

- Collaborating with the Supply Chain team and Project Development teams for the purchasing of equipment, materials, and site needs as required;
- Plan, organize, and supervise project purchases and maintain the required documentation and approvals;
- Liaise with external stakeholders to expedite and process shipping releases. Expedite vendor data and material delivery, and follow up with vendors to provide updates as necessary;
- Committing purchase orders (PO'S) and maintaining required documentation to monitor supplier performance and conformance to commercial terms;
- Carry out and document rigorous control of all costs related to the project materials requested and report anomalies to supervisor;
- Search for potential suppliers, and negotiate terms and conditions of purchases;
- Maintain, update, and seek areas of improvement in procurement plans;
- Maintain Sabina's Purchase Orders (PO'S) systems and seek areas of improvement;
- Comply with Sabina's procurement policies and site procedures during the process of shipping and receiving materials; and
- Promote and comply with Sabina's site safety procedures and policies.

### DESIRED QUALIFICATIONS

The ideal candidate will have experience working with Indigenous Groups in a professional capacity. Additionally, they will have:

- Three (3) years of purchasing and/or procurement experience in mining (preferred), construction, or heavy industry required;
- Post-secondary diploma or higher in procurement, supply chain, commerce, or related required;
- Experience with Microsoft Suite and procurement software's considered an asset; and
- Experience working in a remote camp setting with limited access to resources considered an asset.



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### COMPENSATION AND BENEFITS

The salary range for this position is \$85-94K annually (based on qualifications and prior experience). Competitive benefits and travel compensation will be discussed with the successful candidate.

### APPLICATION AND CONTACT INFORMATION

To be considered for this opportunity, please email your resume to [employment@sabinagoldsilver.com](mailto:employment@sabinagoldsilver.com) using the reference number 10026 in the subject line.

Kitikmeot Inuit, Nunavut Inuit and Residents receive priority hiring consideration, if one these categories applies, please state it after the reference number in the subject line.

We thank all for their interest but are only considering applicants with working rights in Canada.

We will retain application material on file for future vacancies (openings within 6-12 months) for consideration; however, you are encouraged to apply to any opening you may be suited for. If selected to move forward a member of our team will be in touch.

### CLOSING DATE

This posting will remain open until 12:00AM PST June 24, 2022 unless a suitable candidate is not found; however, we encourage interested applicants to submit their resumes ASAP in order to be considered.