



**Position:** Refiner/Metallurgical Technician  
**Location:** Matheson, Ontario (Black Fox Mill)  
**Job Category:** Full Time – Permanent

Reporting to the Chief Metallurgist, the Refiner/Metallurgical Technician will ensure the safe, secure, efficient, and cost-effective operation and maintenance of the refinery to meet or exceed safety, production and cost targets, while ensuring environmental compliance.

**Primary Responsibilities Include:**

- Monitor control screens, solve / report issues and variances.
- Inspect and check all systems, tools and equipment daily to ensure effective operation, minimize and correct safety hazards.
- Maintain a clean work environment free of hazards, maintaining high standards, submitting work requests to maintenance as needed.
- Gold Room: load and unload the retort, mix reagents for smelting, pour, and prep the gold for shipment.
- Complete and submit documentation of lot and pour numbers, shift reports, and metal weights.
- Conduct weekly refinery clean outs and pours as per schedule.
- Perform diagnostic testing on various development ores to determine various process design criteria such as – projected/potential plant throughput, energy consumption, optimal metallurgical recovery, reagent requirements, and environmental impacts.
- Participate in daily schedule compliance meeting, weekly safety meetings, and other staff meetings as required.
- Carry out routine reporting and administrative duties as required.

**Qualifications and Skills Requirement:**

- Degree or Technical Diploma in Mineral Processing or Metallurgy or 5 years' experience in refining/assaying or gold milling environment.
- Basic Mill Process Operator Common Core.
- Familiarity with mill circuits.
- Ability to work independently or within a team environment.
- Knowledge of computer software systems and programs.
- Excellent verbal and written communication and organizational skills.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to perform successfully the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



While performing the duties of this job, the employee is regularly required to:

Type, sit at desk, climb stairs, work in hot and cold outdoor environment.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works with a computer and may sit for extended periods of time. The employee is also expected to walk short distances and climb stairs. The work environment may be loud, damp and hot and/or cold.

**Statement of Job Description:**

This job description reflects management's assignment of essential functions and position responsibilities. Nothing in this job description restricts management's rights to assign or reassign duties and responsibilities to this job at any time.