

**Victoria Gold Corp.** (“Victoria”) is a mining company with an Executive team that is experienced in developing and operating mines in an environmentally and socially responsible manner. Victoria’s Eagle Gold Mine poured its first gold in September 2019 and declared commercial production at the end of Q2 2020. Future and current mines, like Eagle Gold, will be a strong contributor to the Yukon and its citizens for many years to come. [www.vgcx.com](http://www.vgcx.com)

Victoria is looking to hire the position outlined below for our **Eagle Gold Mine** located in Yukon:

## **TOOL CRIB ATTENDANT**

Reporting to the Mobile Maintenance General Foreman the Tool Crib Attendant is responsible for issuing tools and other equipment to employees while maintaining accurate records of the tools released from the Tool Crib. The Tool Crib Attendant is required to schedule and conduct regular maintenance on any tool or equipment in the Crib to ensure they are readily available and safe for use. Other duties may be assigned as necessary.

### **Main Tasks and Responsibilities:**

- Issue tools and equipment to workers.
- Maintain accurate Tool Crib inventory, including current location of tools, dies and equipment, usernames and corresponding dates of the issuance and return of the equipment.
- Ensure maintenance logs are current and accurate.
- Perform regular and scheduled maintenance on tools, dies and other equipment.
- Ensure the safe operation of all Tool Crib inventory.
- Conduct regularly scheduled Tool Crib inventory audits and report on findings.
- Receive new Tool Crib inventory in accordance with established procedures.
- Inform Maintenance department when repairs are required by an external service provider and supplies are needed.
- Ensure the safety and security of the Tool Crib at all times.
- Instigate and practice the 5S procedure throughout the Tool Crib operation.
- Inspect and confirm harness and lifting equipment condition ensuring annual NDT certifications are achieved.
- Other duties shall be assigned as required.

### **Qualifications and Experience:**

- Mechanically inclined.
- Familiar with inventory control processes and procedures.
- Proven experience with and maintenance of tools and other equipment -- even if this is in your own workshop at home!
- Organization and record keeping skills required.
- Manual dexterity required.
- Interacts with employees and management.
- Ability to lift up to 50 lbs.
- Repetitive work.
- Overtime may be required.

Victoria Gold Corp. offers a competitive compensation and benefits package. If you are excited about this opportunity and feel you meet the expectations of the role, please send us your resume with the email subject headline “Tool Crib Attendant” to the following email address: [greatpeoplework@vgcx.com](mailto:greatpeoplework@vgcx.com)