



A Canadian gold mining, exploration and development company recently focused on recommencing mining and milling activities at its Holloway-Holt properties east of Timmins.

PURCHASING AGENT

Purchasing Agents prepare purchase orders, solicit bid proposals and review requisitions for goods and services. Will be responsible for research and evaluation of suppliers based on price, quality, selection, service, support, availability, reliability, production and distribution capabilities, and the supplier's reputation and history. The Agent will analyze price proposals, financial reports, and other data and information to determine reasonable prices. Monitor and follow applicable laws and regulations. Negotiate, evaluate, administer & monitor contracts with suppliers, vendors, and other representatives. Will maintain and review computerized or manual records of items purchased, costs, delivery, product performance, and inventories.

Qualified applicants will have 5 years experience in purchasing roles and a purchasing certification or enrolment will be an asset. Strong computer skills are required with knowledge of SAP an asset. Strong communication, organizational and multitasking skills are mandatory.

St. Andrew Goldfields offers competitive salary and allowance packages.

Please e-mail your resume quoting "Purchasing Agent" in the subject line to careers@sasgoldmines.com or, you may fax your resume to (705) 567- 4863

St Andrew Goldfields Ltd. is committed to diversity and equity.
Only qualified candidates will be contacted for an interview