



OSISKO DEVELOPMENT

Job Title: Senior Corporate Environment Coordinator
Department: Environment & Reclamation
Reports to: Director of Environment and Reclamation

Approved by: Sylvie St. Jean – director of Environmental & Reclamation

Approval date: October 2022

GENERAL PURPOSE OF THIS JOB (Summary)

Reporting to the Director of Environment and Reclamation the Coordinator will oversee the development of corporate strategies – in particular the development and implementation of corporate EMS, the development of TSM, and overseeing corporate environmental reporting. This position is located mainly in an office with periodic visits to sites.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

HEALTH AND SAFETY

- Work in compliance with all company Health and Safety rules, regulations, policies, and SOPs
- Be aware of any health and safety hazards or infractions in their work areas and report them to their manager

MAIN DUTIES AND RESPONSIBILITIES

- Developing and implementing company strategy mainly:
 - Develop and implement a corporate EMS
 - developing standards, policies, and SOPs,
- Developing a plan for reaching TSM:
 - gap analysis
 - program development, and program maintenance,
- Develop and implement Ni 51-107
- Overseeing the GHG reporting
- Overseeing NPRI reporting
- Working with a consultant to develop our Climate Change Policy
- Prepare and give training on plans, policies, and SOPs to operations in order to develop a culture
- Perform environmental inspections
- Study review in support of permitting



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QUALIFICATIONS

EDUCATION

- Must have a Bachelor of Science in Environment or Chemistry or Biology or a PEng. in Environment

EXPERIENCE

- Minimum 8 years of experience in the mining industry

CERTIFICATE(S), LICENSE(S), REGISTRATION(S)

- ISO or TSM certification would be an asset

COMPUTER APPLICATIONS REQUIRED

- Microsoft Office - Excel, Word, Outlook, PPP
- Database software experience would be an asset

SKILLS, KNOWLEDGE & ABILITIES

- Strong understanding of mining and mineral processes
- Familiar with North American (Canada, US, Mexico) Mining and Environmental Acts and Regulations
- Proficient in office software applications
- Good organizational, interpersonal, and communication skills
- Excellent problem-solving and analytical skills
- Knowledge of project management process
- Ability to interface effectively with others
- Ability to work under time constraints and adhere to deadlines
- Must have the desire to take initiative and work independently
- Ability to work as part of a multi-disciplinary team
- Must be fluent in English
- Fluency in Spanish would be an asset

Please send your resume to jobs@osiskodev.com

Incumbent's Signature

YY / MM / DD

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