



# CAPSTONE MINING CORP.

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## Capstone Mining Corp.

Capstone Mining Corp. is a Canadian mining company with two producing copper mines, the Cozamin copper-silver-zinc-lead mine located in Zacatecas State, Mexico and the Minto copper-gold-silver mine in Yukon, Canada. In addition, Capstone has two development projects, the large scale 70% owned Santo Domingo copper-iron-gold project in Chile in partnership with Korea Resources Corporation and the 100% owned Kutcho copper-zinc-gold-silver project in British Columbia, as well as other exploration properties.

As a Capstone Mining Ltd employee you will become part of a supportive, performance-driven and dynamic environment. You will be given the opportunity to expand your knowledge and skill set working alongside dedicated employees from a variety of backgrounds and cultures. We place the highest priority on employee safety, protecting the environment and enhancing the development of the communities where we operate.

By joining the Capstone team, you will become part of an inclusive and loyal team where you will be supported in your career growth through training, diverse opportunities and professional development.

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### Job Title:

Project Controls Technician

### Position Summary:

Reporting to the VP Technical Services and based in the Vancouver Head Office, the Project Controls Technician is responsible for supporting the project and mine management teams in regards to project planning, progress measurement, productivity measurement and earned value management. The Projects Control Technician combines analytical/problem-solving skills with meticulous attention to detail and general knowledge of the project management life-cycle in order to promote excellence as established in the Company vision, mission.

### Position Responsibilities (including but not limited to):

- Updating and maintaining the project schedule system
- Assisting with schedule creation and maintenance, trend analysis and regular reporting on key performance indicators
- Updating and maintaining the project accounting system
- Analysis and regular reporting of project controls (i.e. schedule variances regarding allocation of resources, earned value and trends that are integrated with the accounting system to determine forecast expenditures and project key performance indicators)
- Assisting with the development and maintenance of the Project Execution Plan
- Data compilation, analysis and regular reporting in regards to: estimate at completion (EAC), cost/commitments from internal and external contractors, contingency budget expenditures, budget cost variances and month end requirements
- Preparing and submitting for approval: Contract Change Orders (CCO), Extra Work Orders (EWO), Project Change Requests (PCR) that are utilized to control contingency accounts and Advice of Project Change (APC) requests that are utilized to control Scope Creep

### Position Requirements:

- 3-5 years project controls experience in similar infrastructure projects
- Bachelor degree in a project related discipline or significant experience in related roles, such as Commerce, Science and Engineering
- Experience and proficiency working with excel, project schedule systems and project control systems
- Demonstrated analytical abilities (analysis and trending)
- Strongly developed time management/prioritization/multitasking skill sets
- Excellent interpersonal skills / communication skills (written and oral)
- Self-starter; ability to work collaboratively/or independently in a fast paced de-centralized environment
- Demonstrated ability to problem-solve and find solutions to complex scenarios in a timely manner
- Ability/willingness to learn / develop new skills sets/committed to life-long learning
- Qualification or certification in Project Management is considered an asset

To apply, send your cover letter and resume by email to [hr@capstonemining.com](mailto:hr@capstonemining.com). Please include **Project Controls Technician** in the subject line of your e-mail response.