



Treasury Analyst

Hecla Mining Company is a publically traded precious metals company. Headquartered in Coeur d'Alene, Idaho, with a sister office in Vancouver, B.C., the Company was founded in 1891 in the Coeur d'Alene Mining District of Idaho's Silver Valley, one of the largest silver producing districts in the world. One hundred twenty-five years later, Hecla, last of the district's pioneer mining companies, is the largest primary silver producer in the United States. Hecla's rich history of mining has distinguished it as a respected precious metals producer.

Hecla's business is to create value for our shareholders by discovering, acquiring, developing, producing, and marketing mineral resources at a profit. Our mission is to create long-term value for shareholders from mining silver, gold and associated base metals. Ideally positioned to grow, Hecla has developed a solid base with long-life, low-cost mines; four district size land positions with organic growth opportunities and an excellent financial profile. Hecla mines, processes and explores for silver, gold, lead and zinc in the U.S., Canada and Mexico. Hecla currently operates four mines: Lucky Friday in Idaho's Silver Valley, Greens Creek near Juneau in southeast Alaska, Casa Berardi in Quebec, Canada and San Sebastian near Durango, Mexico.

Hecla has a current opportunity at our Headquarters in Coeur d'Alene, Idaho for a Treasury Analyst.

Role Summary

Member of the Hecla Corporate Treasury Team. Reports to the Treasury Manager. The Treasury Team provides relevant, reliable and timely financial services in support of global Corporate and subsidiary financial operations which include, but are not limited to:

- Capital markets and capital structure
- Public and private debt financing and compliance
- Equity offerings, repurchase, dividends
- Acquisitions
- Global banking and cash management
- Short term cash forecasting
- Intercompany financing and repatriation
- Shipping, refining and physical metal sales
- Commodity, foreign exchange and interest rate financial risk management
- Budget/forecasts/long-term LOM Plan
- Working Capital/Accounts Payable
- Insurance Risk Management
- Pension and retirement plans

Role Description

- Monitor and report on bank and investment balances to management in order to assist with financial and strategic decision making
- Supports global banking and cash management through the administration of daily cash transfers and activity
- Creates models and accumulates data from multiple sources to create a weekly report of short-term rolling cash forecasts and variance analysis
- Maintain bank and brokerage account records and administer signatory and other account changes
- Advanced user of global online banking and investment portals
- Works with accounting to assure that all Treasury transactions are properly recorded into the ERP system on a timely basis
- Reconciles investment account statements to system and assures accounting accuracy for interest income and other investment activity
- Coordinates intercompany financing and repatriation
- Aid in physical metal sales through the maintenance of the database of daily doré inventory of bars transported from the mines and the outturn of silver and gold available for sale
- Supports the hedging of commodities and foreign exchange from the confirmation process through reporting of positions and accounting support
- Supports Accounts Payable team, including process documentation, ERP change management and backup
- Assist with Insurance Risk Management renewals, audits and record-keeping
- Assist with Pension and retirement plan administration
- Manages daily activity and reporting for Hecla Political Action Committee and Hecla Charitable Foundation

- Financial Reporting, systems, procedures and audits
- Assists in the creation of global Treasury operations process documents and policies.
- Reconcile various systems and accounts and assist in timely and accurate month end close
- Assist in the preparation of monthly/quarterly Treasury reports for internal and/or external use
- Develop expertise in accounting and financial reporting systems to assure optimal, efficient and accurate processes and reporting
- Assist in the implementation, design and maintenance of Treasury technology platforms to manage financial risk
- Supports Financial and Sarbanes-Oxley audit inquiries, requests, testing and confirmations

Role Competencies:

Education: Bachelor's Degree in Accounting or Finance

Certifications: CPA, CTP or MBA a plus

Experience: Typically requires a minimum of 4+ years in finance, treasury and/or accounting; Technical specialist; Basic knowledge of banking, capital, commodities and currency market fundamentals and instruments; Understanding of GAAP derivative accounting and documentation; Background in accounting, financial reporting and treasury systems; Experience in SEC reporting & SOX compliance, as well as statutory and GAAP reporting.

Skills and Abilities: Excellent analytical and quantitative skills; Advanced systems and excel; Control oriented, good attention to detail; Self-directed, has excellent written and verbal communication skills with the ability to present clear and concise information; Strong organizational skills and ability to work well under pressure; Able to meet critical deadlines; Highly motivated, keen to develop and advance, a team player.

Physical Demands and Work Environment: This is a typical office job, with no special physical requirements or unusual work environment.

Hecla is proud to offer competitive compensation commensurate with education and experience and a comprehensive benefit portfolio to provide health & welfare, income protection, paid time off and retirement plans for employees, including medical, dental and vision coverage for eligible dependents.

Interest candidates must possess current authorization to work in the United States. Resume with cover letter and salary history may be sent via email to resume@hecla-mining.com, faxed to 208.292.5509, or mailed to:

Human Resources Hecla Mining Company
6500 N. Mineral Drive, Suite 200
Coeur d'Alene, ID 83815-9408

Hecla Mining Company is an Equal Opportunity employer. Employees, both potential and active, will be treated in a way that will be free of bias on the grounds of race, color, religion, sex, age, disability, marital status, citizenship, or any other characteristic protected by law. Hecla Mining Company is committed to a work environment in which all individuals are treated with respect and dignity.