

Job Title: Metallurgist
Department: Mill Department
Reports To: Chief Metallurgist
FLSA Status: Exempt
Creation Date: 3/21/2012
Revision Date: 1/16/2018



POSITION SUMMARY

This position works to optimize the output of 2300 ton per day Lead-Zinc-Silver surface mill and concentrator. Responsible to develop, maintain the processing facility by ensuring crushing, milling, gravity, flotation and de-watering systems operate in a manner that meets or exceeds budgeted targets and promotes continuous improvement.

SAFETY, HEALTH & ENVIRONMENTAL RESPONSIBILITIES AND ACCOUNTABILITIES

Include, but are not limited to:

- Complying with all necessary requirements put in place to prevent incidents, injuries or losses
- Ensuring the safety and health of themselves and others in the workplace by being responsible for their actions and taking due care while performing their work
- Identifying, eliminating, and reporting hazards as soon as practicable
- Reporting incidents and accidents as soon as practicable
- Disclosing all information regarding incidents and cooperating in incident investigations
- Assisting in the resolution of health and safety matters in a positive and timely manner
- Using and maintaining PPE
- Providing suggestions for improving work processes
- Assisting Management by supporting change to achieve desired targets
- Ensuring that plant and equipment operate within their safe working limits
- Ensuring that correct equipment is used for the job
- Participating in risk assessment methodology
- Participating in safety initiatives
- Receiving training and instruction as required
- Maintaining good housekeeping standards

ESSENTIAL FUNCTIONS

Leadership Competencies

- Problem solving—identify and resolve problems in a timely manner as well gather and analyze information skillfully
- Interpersonal skills—maintain confidentiality, remain open to others' ideas, and exhibit willingness to try new things
- Communication—speak clearly and persuasively in a positive manner, edit work for spelling and grammar, present numerical data effectively, and read and interpret written information
- Planning/organizing—prioritize and plan work activities, use time efficiently, and develop realistic action plans
- Quality control—demonstrate accuracy and thoroughness and monitor own work to ensure quality
- Adaptability—adapt to a complex and dynamic work environment, including delays and unexpected events, creating ongoing need to reassess and manage changing priorities that may conflict at times
- Dependability—consistently follow instructions, respond to management direction, and solicit feedback to improve performance
- Self-awareness—recognize and understand moods, emotions, and drives of self; as well as their effect on others
- Self-regulation—control or redirect disruptive impulses and moods and the ability to suspend judgment
- Motivation—bring a passion to work for reasons which go beyond money or status and have a propensity to pursue goals with energy and persistence
- Empathy—understand the emotional makeup of people and have skill in treating people according to their emotional reactions
- Social skills—proficient in managing relationships and building networks while finding common ground and building rapport

Departmental Responsibilities

- Provide technical support and training assistance to Mill Operations with particular focus on flotation, grinding, gravity and dewatering operations.
- Responsible for support and guidance on improvement projects throughout the mill.
- Assists with the training of mill operators with particular focus on grinding and flotation operators.
- Form plans to achieve optimum metallurgical performance in all circuits.
- Process data storage, retrieval, trending and on-line mass balancing.

- Uses bench scale, pilot scale and plant scale testing or analysis of plant data to investigate, develop, refine and improve the metallurgical and materials balance flow sheets.
- Develops and communicates area metrics to operators, maintenance personnel, mill supervisors and mill management.
- Work with the Mechanical and E & I supervisors to minimize maintenance costs and maximize availability.
- Generate operating and capital cost budgets for projects and areas as assigned, and sponsor/author capital requests (AFEs) for these areas.
- Prepare detailed test designs to be carried out in the on-site metallurgical lab and work with outside research groups testing Greens Creek ores.
- Interpret and report on data received from internal and external labs including; flotation testing, grind testing, size analysis and mineralogy.
- Be able to prepare and distribute the daily, weekly and monthly reports.
- Experience with metallurgical modeling and simulation software is also desired.

QUALIFICATIONS

Education and/or Experience

B.S. in metallurgy, mineral processing or related field; or equivalent combination of education and experience.

- Bachelor of Science Metallurgy, mineral processing or related field or equivalent work experience.
- 3 – 5 years of floating and metallurgy experience.

TRAINING / SPECIAL SKILLS

Word processing, spreadsheet and database proficiency (MS Word, MS Excel & MS Access/SQL preferred); metallurgical modeling and simulation software experience desired.

PHYSICAL DEMANDS

While performing the duties of this job, employees may be frequently required to stand, walk, or sit for extended periods of time; use hand and fingers to handle or feel; reach with hands and arms; climb and balance; stoop, kneel, crouch, and crawl. The employee must be able to talk and hear.

JOB TASK	TEST ACTIVITY	COMMENTS
Walking - Incline	Treadmill Level – 3 min. 10% grade 1 min. 12% grade- 1 min. 15% grade – 1 min.	Work areas
Balance uneven surfaces	Airex-SLS or balance board 30 sec.	Uneven surfaces
Carry 25lbs. 50 ft.	Weighted crate trial - lift and carry 1: 15lbs. – 1 rep. 2: 25lbs. – 1 rep.	Office supplies
Carry 50 lbs. 20 ft.	Weighted crate trial - lift and carry 1: 35lbs. – 1 rep. 2: 50lbs. – 1 rep.	Office supplies
Lift 25lbs. Floor to waist	Weighted crate trial 1: 15lbs. – 3 reps. 2: 25lbs. – 3 reps.	Office supplies
Lift 50lb. Floor to waist	Weighted crate trial 1: 35lbs. – 1 rep. 2: 50lbs. – 1 rep.	Office supplies
Reach Knee to shoulder		General duties

Other Physical Demands

Vision:

- Able to judge distances and spatial relationships to avoid accidents while driving and walking underground and on the surface
- Have clarity of vision while operating machinery, reading gauges, and placing tools
- Have clarity of vision for distances while navigating within the mine and access roads efficiently and safely
- Able to adjust varying points of reference while safely navigating the terrain, maintaining awareness of traffic, and operating tools and machinery
- Able to identify vehicles, machinery, and people in peripheral vision

Speaking:

- Able to clearly communicate with co-workers and supervisors on the radio and in person

Hearing:

- Must wear hearing protection when working in the mill

WORK ENVIRONMENT & JOB SCHEDULE

Employees may be exposed to underground work environments; outside weather conditions, wet and/or humid conditions; extreme cold, extreme heat, potentially hazardous wildlife; moving mechanical parts; high precarious places; fumes or airborne particles, toxic or caustic chemicals; risk of electrical shock; explosives and vibration. The noise level in the mill and other work environments can be very loud. Work schedule is 4 days on, 3 days off. This position may occasionally require work on weekends. Workdays are 11 hours and require a daily commute by boat and bus to work location.

ABOUT US**Greens Creek**

The Greens Creek Mine, located on Admiralty Island, 18 miles south of Juneau, is an underground polymetallic mine employing approximately 425 people. The mine is owned and operated by Hecla Mining Company, headquartered in Coeur d'Alene, Idaho. Established in 1891, Hecla has a rich history as a distinguished and respected precious metals producer. Winner of numerous safety and environmental awards, Greens Creek is seeking new team members committed to professional growth and success.

Community

Juneau, Alaska's capital, is the third largest city in the state. Like Alaska, Juneau is full of contrasts, a sophisticated cosmopolitan city in the heart of the Tongass National Forest. Nestled at the base of mountains overlooking the Gastineau Channel, Juneau is surrounded by intercoastal waterways, lush rain forests, rugged mountainsides, and awe-inspiring glaciers. This small city has it all, the adventure of the "last frontier" as well as a good education system, year-round cultural and sports activities, a wide variety of entertainment, world class fishing and wildlife viewing, temperate weather, and a strong sense of community. Juneau is rich in mining history and Greens Creek is proud to contribute to that heritage by operating in a safe and environmentally responsible manner.

Compensation & Benefits

Hecla Greens Creek offers competitive pay based on experience and an excellent low-cost benefits package for medical, prescription, dental, and vision insurance as well as other coverages such as disability coverage and life insurance. Retirement benefits include a pension plan and 401(k) with company match.

APPLICATIONS & RESUMES

Applicants must possess current authorization to work in the United States. Resumes are welcome but **must be attached to an application form**. Applications are available at the Juneau Job Center or <http://www.hecla-mining.com/careers/>. Completed applications should be forwarded to:

**Juneau Job Center
10002 Glacier Hwy #200
Juneau, Alaska 99801
Phone: 907.465.4562
Fax: 907.465.2984**

**Hecla Greens Creek is an Equal Opportunity Employer.
Please visit Hecla's website at www.hecla-mining.com
and our recruiting page at
<http://www.hecla-mining.com/careers/>**

ACKNOWLEDGMENT

I have received my job description and understand I will be evaluated on the requirements of the Metallurgist position.

Signature and Date

Printed Name