

HUMAN RESOURCE MANAGER

PINTO VALLEY, ARIZONA

Brooks & Nelson's client Capstone Mining, Inc, is seeking a **Human Resource Manager**.

THE COMPANY

Capstone Mining is a base-metals producer with two producing copper mines: Pinto Valley in the US and Cozamin in Mexico. Capstone also owns 100% of Santo Domingo, a large scale, fully-permitted, copper-iron-gold project in Region III, Chile, as well as a portfolio of exploration properties.

Pinto Valley is Capstone's long-life, multi-generational open pit copper mine. The mine provides unrivalled leverage to copper with growing production through quick payback, high impact projects. Concurrently, Capstone is evaluating Pinto Valley's long-term growth potential beyond its current mine life.

THE OPPORTUNITY

Reporting to the General Manager, the Human Resources Manager will lead, guide and coach Business Partners and the HR team in the execution of HR related operational requirements and strategic initiatives. This role will also work as a strategic business partner with the General Manager and his direct reports to develop human resources plans and solutions that support Capstone's strategic objectives. This position will also coordinate with departments to increase employee engagement and reinforce Capstone's Vision and Values.

CORE RESPONSIBILITIES

- Position HR as a strategic business partner with the other Pinto Valley departments by providing timely and complete service to the business
- Partner with the business leaders to ensure recruiting and succession planning meets the needs of the business
- Work with the appropriate resources to ensure the Collective Bargaining Agreement meets the needs of the business and is applied consistently throughout the site
- Coach and mentor business leaders (Department Managers) to become adept at handling overall HR related issues to create an environment whereby Managers effectively manage their Human Resources
- Accountable for the development of long-term HR related plans and budgets (annual budget, 5 year resource forecast, etc.)
- Ensures achievement of goals and targets for the HR sub-functions in line with approved plans (annual budget, short-range forecasts, etc.)
- Ensure HR related issues such as grievances, labor activities are handled in line with labor legislation. Ensure business leaders and HR employees are well versed in such

areas. Provide support to the team regarding ongoing administration of the collective bargaining agreement

- Ensure compliance with the HR federal and state employment law and mining regulations
- Manage the implementation of HR policies and procedures and ensure their consistent use and application
- Ensure employee compensation programs effectively attract and retain required employees and ensure programs are competitive within appropriately defined market. Ensure all programs are administered properly, and represent a balance between employee and company needs
- Partner with and provide recommendations to Capstone Corporate Human Resources regarding strategies, programs and actions to ensure HR best practices and mine performance
- Coach, manage and work with business partners to ensure all employees are working in compliance with all Pinto Valley Mine and MSHA safety guidelines and procedures.
- Coach, manage and ensure all employees and contractors are working in compliance with all Pinto Valley Mine standard operating procedures.
- Work with business leaders to ensure that all employees and contractors are certified to execute the tasks/jobs they are assigned.
- Behave in a way that demonstrates support of Capstone's Vision and Values: Always Accountable, Execute with Excellence, Deliver Results and Work Responsibly
- Responsible for but not limited to all tasks/duties assigned or required.

The above items are not intended to be an exhaustive list of all accountabilities and duties. Other duties required as assigned.

QUALIFICATIONS / REQUIREMENTS

- Bachelor's Degree in Human Resources, Business Administration, or related field.
- Skilled and knowledgeable in U.S. Labor Law and relevant legislation.
- Experience in a unionized work environment.
- Specific knowledge and experience with Arizona Labor Law is an asset.
- At least 10 years of progressive HR experience with at least 5 years in an HR managerial capacity.
- A proven track record of successful development and implementation of HR strategies that benefit the business and demonstrate excellence in change management.
- Intermediate computer skills; Microsoft Office, Outlook.
- SAP experience is an asset.
- Knowledge of mine operations and practices is a plus.
- Valid U.S. Driver's License (must obtain valid Arizona Driver's License).
- Strong management skills and business acumen with an ability to develop and establish priorities, work standards and plans.
- Sound decision-maker in dynamic environments.



- Excellent written and verbal communication skills.
- Ability to work effectively with individuals at all organizational levels.
- Demonstrated people leader with outstanding team building skills.
- Demonstrated skills in relationship building across organizational boundaries.
- The majority of this position's work will be on site working directly with business leaders/employees etc.

EQUAL EMPLOYMENT OPPORTUNITY

The Company is an equal employment opportunity employer committed to providing employment opportunities to employees and applicants in accordance with all applicable laws.

If interested, please send a copy of your resume to the Brooks & Nelson Team at brooksandnelson@brooksandnelson.com