



Goldcorp Inc. is North America's third largest gold producer and is one of the world's lowest cost and fastest growing multi-million ounce gold producers with mining operations through-out the Americas.

Goldcorp Red Lake Gold Mines, in the Municipality of Red Lake, borders on the beautiful Woodland Caribou Wilderness Park with its many lakes. The Red Lake area offers excellent medical facilities as well as primary and secondary schools. Goldcorp, RLGM owns and operates a Recreation Centre, which includes an indoor swimming pool, bowling lanes, curling rink, curling lounge, weight room and hall. The area has an 18-hole golf course and an indoor arena. Groomed snowmobile trails are prevalent throughout the area. The natural environment of beautiful lakes and forests lead to great recreational fishing, hunting, camping and hiking. Our public beaches are a great attraction to families. The Municipality of Red Lake is a friendly, family oriented community -- a great place to live.

great people...

golden opportunities

ADMINISTRATION DEPARTMENT

Materials Management Coordinator

Reporting to the Materials Manager the Materials Management Coordinator is responsible for the procurement of goods and services, as assigned, in an efficient, effective and timely manner necessary to support the uninterrupted operation of Goldcorp Red Lake Gold Mines.

Primary responsibilities include:

- Act as relief for Materials Manager; Supervising Purchasing and Warehouse group
- Act as Contract Administrator for Projects Group
- Assist with the tendering process for projects group. Maintain tracking system for status of tenders, due dates etc. Key contact between Purchasing and Project Engineering Firms.
- Overseeing the selling of obsolete inventory and equipment

The qualifications of the ideal candidate are:

- Degree/Diploma in a Business related field.
- PMAC designation
- 5-10 years purchasing experience ideally in a mining environment.
- Minimum of 5 years experience in a leadership role
- Excellent written and verbal communication skills are essential.
- Computer literate, with working knowledge of Excel, Word and SAP an asset.

Red Lake Gold Mines will offer the successful candidate a competitive salary, relocation benefits and comprehensive health and dental benefits package, including pension, and participation in the company share purchase program and RRSP program. Relocation assistance is available for successful candidates.

Interested and qualified candidates are asked to submit their resume in confidence by January 15, 2010 to:

**Email – rlgm.hr@goldcorp.com (preferred)
Fax - 807-735-2765**

We thank all applicants for their interest however only those selected for an interview will be contacted.