

LAKE SHORE GOLD

a subsidiary of



PAN AMERICAN
— SILVER —

- **Excellent opportunity to continue your career with an established industry leader**
- **Receive a competitive salary and a wide host of benefits**
- **Develop yourself professionally and contribute to a growing organization!**

About the Organization

Lake Shore Gold, a subsidiary of Pan American Silver, is located in Timmins, Ontario. The Bell Creek Complex located approximately 20 kilometers northeast of Timmins, Ontario, consists of an underground mine and processing facility. Mineralization is associated with the Porcupine-Destor fault system within the Abitibi greenstone belt, with ore mined by narrow vein longhole stoping methods. Ore is then transported to surface via a modern one thousand eighty metre deep shaft capable of forty-eight hundred tonnes per day.

The Timmins West mine is located approximately 18 kilometers west of Timmins, Ontario, one of the world's most prolific gold camps. Mineralization is associated with the Porcupine-Destor fault system within the Abitibi greenstone belt. The Timmins West mine is comprised of the Timmins deposit, the Thunder Creek deposit, and the 144 Gap deposit. All three deposits are interconnected by underground drifts.

For more information, please visit our [website](#).

About Timmins, Ontario

Timmins is a vibrant community of 45,000 residents that is a central hub for Northeastern Ontario. People can enjoy recreational activities such as camping, world class fishing, nature, and snowmobile trails. Direct flights to Toronto are available at the local airport via multiple carriers. There are many support networks in the community including the local Timmins and District Hospital, local sports leagues for children and adults (hockey, baseball, basketball, etc.), golf courses, both cross-country and downhill ski resorts, a community pool, and many other community events that provide entertainment throughout the year - fairs, carnivals, concerts, and more!

About the Opportunity

We are looking to hire a **Senior IT Systems Administrator** to join our **Timmins Operations** team in **Timmins, ON.**, on a **full-time basis**. The schedule for this position is Monday-Friday, 8 hrs/day or 4 on, 3 off, 10hrs/day.

Compensation: This position offers a salary range of \$100,000 - \$120,000 annually, based on qualifications and experience.

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Vacancy Status: This is an **existing vacancy**. The successful candidate may begin as soon as possible.

Please note that this role requires relocation to the Timmins area and is not a camp-based position.

The Senior IT Systems Administrator is responsible for the comprehensive management, design, optimization, and reliability of all server and network infrastructure supporting Timmins operations (Bell Creek, Timmins West and Exploration Offices). This role ensures the availability, security, and performance of mission-critical technology systems that enable continuous mining, milling, and administrative operations across all sites.

As the technical authority for IT infrastructure, the Senior IT Systems Administrator leads strategic planning, implementation, and lifecycle management of enterprise systems while providing expert-level troubleshooting and guidance. This role requires strong communication and interpersonal skills to effectively build relationships across teams and support cross-functional collaboration.

The role works independently with minimal supervision while also collaborating closely with operations, engineering, and leadership teams to maintain operational continuity in a fast-paced industrial environment.

This position encompasses end-to-end responsibility for server administration, network architecture, virtualization platforms, database systems, and application servers, along with any other duties as assigned. A comprehensive overview of job tasks will be provided.

Reporting to the IT Superintendent, **the Senior IT Systems Administrator will have the following responsibilities:**

- Architect, implement, and maintain all server, network, and infrastructure systems across Timmins operations
- Document all aspects of all systems (SOPs and Manuals) ensuring clarity, accessibility and usability for junior technicians and cross-functional teams.
- Standardizations of all IT and Systems conventions (Naming, format, deployments, Documents) to promote consistency and team alignment.
- Act as the primary technical authority for IT infrastructure while clearly communicating standards, and system design
- Install, configure, and support hardware and software including servers, switches, firewalls, wireless infrastructure, VoIP systems, CCTV and related technologies
- Manage and optimize network infrastructure, including LAN, WAN, and site-to-site connectivity
- Oversee and maintain the virtualization environment, ensuring performance, resilience, and scalability

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- Administer and support database systems, application servers, and mission-critical operational systems
- Design and maintain high-availability, backup, disaster recovery, and cybersecurity controls
- Monitor system performance, capacity, and health; proactively communicate risks and bottlenecks while providing solutions to relevant teams
- Lead infrastructure-related projects, upgrades, and technology refresh initiatives ensuring effective coordination and communication across departments
- Provide advanced troubleshooting and root-cause analysis for complex infrastructure issues and outages
- Set up and manage user accounts, access controls, servers, and workstations as required
- Support, mentor and guide IT staff and vendors, fostering a collaborative and respectful working environment
- Maintain clear, up-to-date documentation, standards, and system diagrams for all infrastructure components
- Perform and oversee backup and recovery procedures, validating data integrity and restore capability
- Ensure systems align with operational, safety, and security requirements of mining and milling environments
- Maintain inventory and lifecycle tracking for infrastructure assets and consumables
- Continually developing skills and knowledge to remain current with evolving technologies and best practices
- Provide technical assistance for IT and operational projects as required
- Perform other duties as assigned from time to time
- Collaborate closely with IT Technical teams at Corporate ensuring alignment, transparency and effective communication
- Ability to follow and promote IT Technical Controls (SOX, SOC1 and SOC2, iso27001, etc)

More About You

While our ideal candidate has the following qualifications, we welcome applicants who may not meet every criterion to apply.

The following will be critical to successfully performing this role:

- A Diploma/Degree from a recognized technical program in Computer Systems, Information Technology, or related field preferred
- Applicable IT Certifications

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- Minimum 5 years of progressive experience in IT infrastructure roles, with senior-level responsibilities preferred
- Demonstrated expertise in:
 - Server administration (physical and virtual)
 - Windows AD, MS Entra ID, MS Intune and Autopilot, Azure Infrastructure Products, AWS
 - Linux administration such as RedHat, Ubuntu, Kali Linux
 - Network architecture and configuration
 - FS, Cisco, Unifi, Fortinet
 - Virtualization platforms
 - VMWare, Proxmox
 - Enterprise backup and disaster recovery
 - Druva
 - Cybersecurity fundamentals
- Experience supporting industrial, operational, or mission-critical environments is a strong asset
- Strong analytical, problem-solving, and decision-making skills
- Excellent interpersonal and communication skills with the ability to work independently and as a team player
- Proven ability to manage priorities and respond effectively in high-availability environments

Overall, you are a motivated team player who demonstrates compliance with all health and safety regulations.

About the Benefits

In return for your hard work and dedication you can expect to receive a **competitive annual salary**, as well as the following benefits:

- Mine Performance Plan Incentive (bonus)
- Relocation Assistance available for eligible positions
- Flexible Work Schedules
- Company-paid extended medical, prescription, dental, and vision benefits
- Wellness Spending Account
- Health Care Spending Account
- Company-paid pension plan with 8% company contribution
- Basic life/accidental life insurance
- Long-term disability coverage
- Employee Assistance Program
- Telemedicine Virtual Primary Care via *Dialogue*
- Competitive Paid Vacation Entitlements
- Paid pregnancy and parental leave

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Don't miss out on this unique opportunity to take the next step toward your career goals with an industry leader - apply now!

To express your interest in this position please forward your resume to:

Lake Shore Gold - Human Resources
P.O. Box 1067
Timmins ON
P4N 7H9

Email: HR@ca.panamericansilver.com
Fax 705-269-4936

Lake Shore Gold is an equal opportunity employer. We are committed to providing an environment of mutual respect and we believe that diversity and inclusion among our team members is critical to our success. We are committed to creating an inclusive environment for all employees and all aspects of employment including the decision to hire or promote will be based on merit, competence, performance, and business requirements. Accommodations are available upon request for candidates taking part in all aspects of the selection process.