



13876 Hwy 55  
McCall, ID USA 83638  
Tel: 208.634.4653  
info@midasgoldidaho.com

MAX.TSX  
MDRPF.OTCQX

www.midasgoldidaho.com

Date Established: September 20, 2016  
Job Title: *Corporate Accountant*  
Reports to: CFO with indirect reporting to the *Corporate Secretary and Office Manager*  
Classification: Regular, Full-Time Employee  
FLSA Designation: Exempt

#### Class Summary:

The primary purpose of the *Corporate Accountant* is to perform financial reporting for Midas Gold Corp including project accounting, budgeting and cost control for Midas Gold Corp and its subsidiaries “the Corporation”.

#### Core Duties and Responsibilities:

##### **Financial and Tax Reporting**

- Preparation of Quarterly and Annual Financial Statements, including but not limited to:
  - Performance and or review of monthly balance sheet reconciliations for all general ledgers;
  - Monthly review and quarterly consolidation of all Trial Balances of the Corporation;
  - Preparation of quarterly Management Discussion & Analysis (“MD&A”) and Financial Statements, in accordance with IFRS;
  - Coordinating assistance from CFO and consultants where appropriate; and
  - Manager the audit and review process of the Quarterly and Annual Financial Statements with the Company’s external auditors.
- Filing of US and Canadian Tax return, by providing requested data to tax compliance advisors.

##### **Budget Preparation**

- Assist in the Corporation’s Budget process by:
  - preparing and managing the issuance of budget instructions, including timetable and templates;
  - providing assistance to departments in preparation of budgets;
  - reviewing department budgets for accuracy; and
  - consolidate all department budget for submission to CFO;

##### **Cost Control**

- Participate in the compliance of the Corporation’s AFE Policy (Authorization for Expenditures) and related cost control programs managed by the *Corporate Secretary and Office Manager*, including but not limited to:
  - manage contractor cost and compliance,
  - support project supervisors to ensure cost are controlled and compliant with AFE policy;
  - coordination and tracking and reporting AFEs; and
  - perform cost management analysis to ensure compliance with budget;



### **Management Reporting**

- Prepare monthly costs reports for the Corporation, for issuance to management seeking variance analysis, consolidating analysis for issuance to the CFO.

### **Accounting**

- Work with the *Project Analyst* to ensure an accurate and efficient accounts payable process;
- Work with the *Corporate Secretary and Office Manager* to ensure an accurate and efficient payroll process;
- Performance of the annual allocation of Exploration & Evaluation expenditures in accordance with Intercompany Service Agreements between service company and land owner companies; and
- Monitor bank accounts and ensure adequately funded;

### **Internal Controls**

- Manage internal controls documentation and reporting with assistance from CFO and internal controls consultants.

### **Information Technology Liaison**

- Manage the IT support process through:
  - Ensuring communication between *Senior IT Advisor* and *IT Support Firms*;
  - Ensuring help desk tickets are actioned on a timely basis; and
  - Provide simple desktop support to Boise office.

### Logistics:

The *Corporate Accountant* will be based at the Midas Gold office in Boise, Idaho. Some travel may be necessary to other Midas Gold locations to include Stibnite, Donnelly and Vancouver (Canada). Work schedule will be 5 days per week, and regular scheduled work hours will be approximately 40 hours per week. Employee will provide own transportation to the office.

### Knowledge, Skills, and Abilities:

- Excellent interpersonal, written, presentation and verbal communication skills
- Ability to prepare reports using Microsoft Applications; Excel, Word, Outlook, PowerPoint
- Ability to successfully manage multiple tasks and projects simultaneously required
- Work well in a multi-disciplinary team environment
- Ability to work under deadlines and adapt quickly to changing business needs
- Ability and willingness to travel

### Minimum Qualifications:

- Bachelor's Degree in Business, Accounting or other related degree
- Minimum of 3 + years' experience in general ledger accounting and or financial statement preparation or review
- Experience in assessing, analyzing and improving business budgets
- Experience in the preparation or review of Financial Statements (IFRS would be advantageous)
- Knowledge of mining industry is a plus
- Valid driver's license and clean driving record and acceptance by Corporate Insurance to drive company vehicles



### Physical Requirements:

- Sufficient personal mobility, flexibility, and balance with or without reasonable accommodation, which permits the employee to sit and work at a keyboard and/or to maneuver in uneven terrain
- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instruction and communicate effectively in person on the phone and/or radio
- Sufficient ability to carry measuring devices with hands and movements requiring gripping, fingering, and hand, wrist and, arm movements
- Related job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching. The position requires lifting or moving up to 15 pounds occasionally
- Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus
- May be exposed to or occasionally works near moving mechanical parts, helicopters, ATV's and other earth moving equipment
- Generally work in an office environment but may have occasion to travel to remote locations