



Midas Gold Idaho, Inc. currently has an opportunity available for a *part-time Accounts Payable Clerk* for our Donnelly, ID office. Position will be 20+ hours/week with benefits provided. Previous experience in accounts payable a plus. Proficiency of pertinent software and office skills identified below is strongly desired.

Key Responsibilities

- Assist with the invoice approval process.
- Key invoices into Sage accounting software.
- Assist with the preparation of the monthly credit card report.
- Maintain documentation for Purchase Order tracking.
- Assist with operational supply purchases.
- Assist Project Accountant with vehicle logistics.
- Assist Project Accountant and Controller with special projects as needed.

Knowledge, Skills and Abilities

- Excellent interpersonal, written, presentation and verbal communication skills.
- Ability to prepare reports using Adobe and Microsoft Applications; Excel, Word, and Outlook.
- 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:

- High School diploma or equivalent.
- Previous experience in accounts payable a plus.
- Provide own transportation to Donnelly Office & have Valid Driver's License.

Company Overview

Midas Gold owns the world class Stibnite Gold Project, located in a historic mining district in central Idaho. In 2014, an independent PFS demonstrated potential for a large-scale, long-life, low-cost open pit gold mine that stands out from its peers. The Company filed its Plan of Restoration and Operations in September 2016 which has launched the formal permitting process for mine development. Well-funded and with a multi-million ounce high-grade open-pit gold reserve, important antimony credits and significant room for further growth, the Stibnite Gold Project is one of North America's premier development stories.

Submit Application and Resume to employment@midasgoldinc.com

Position open until filled.

Salary DOE