

Procurement Coordinator

Denison is redefining mining by **Powering People, Partnerships and Passion**. We are trailblazers in uranium mining, adopting an innovative climate positive approach to mining by deploying ISR methods and building durable partnerships with Indigenous groups in northern Saskatchewan. As a *Certified™ Great Place to Work®*, our success is fuelled by empowering employees with engaging work, unique development opportunities, and lucrative rewards – resulting in an exceptionally talented, diverse, and motivated team throughout all levels of the organization. Flexible and agile thinking ensures our workplace is one where talent thrives, innovation flourishes, and people have fun leveraging their passions to create powerful partnerships and positive results.



THE ROLE:

Reporting to the Director, Supply Chain, the **Procurement Coordinator** is responsible for supporting the procurement process from sourcing through delivery. This role works closely with internal teams and suppliers to ensure materials, services, and suppliers are procured efficiently, cost-effectively, and in alignment with business requirements.

OUR IDEAL CANDIDATE:

You are a detail-oriented and organized procurement professional with experience supporting purchasing activities, supplier relationships, and contract administration. You are comfortable managing multiple priorities, collaborating with internal stakeholders, and ensuring procurement activities are completed accurately and efficiently. You bring:

- Post-secondary education in Business Administration, Supply Chain Management, Accounting, Engineering, or a related field; procurement or supply chain certification is considered an asset
- 1-3 years of experience supporting procurement activities, including sourcing, negotiations, purchase orders, and supplier management
- Proficiency with ERP systems and MS Office, SAP experience is an asset
- Strong organizational skills with the ability to prioritize multiple tasks and meet deadlines
- Strong attention to detail and experience reviewing commercial documentation and contracts
- Effective communication, negotiation, and stakeholder management skills

YOUR RESPONSIBILITIES:

- Support procurement strategies, processes, and procedures that align with business objectives
- Manage day-to-day procurement activities, including purchase requisitions, purchase orders, supplier communications, and delivery tracking
- Support RFQ and RFP processes, including preparing documentation, evaluating submissions, and coordinating approvals
- Source and purchase materials, equipment, parts, and services while ensuring alignment with specifications, budgets, and requirements
- Negotiate pricing, terms, and delivery schedules with suppliers and contractors
- Maintain supplier records and support supplier relationship management activities
- Collaborate with Engineering, Construction, Operations, and other internal teams to understand procurement needs
- Support transportation and logistics coordination to ensure timely delivery of goods and services
- Maintain accurate procurement records and support reporting requirements

TO APPLY:

To submit your resume and cover letter, please EMAIL: jobs@denisonmines.com

We appreciate the interest of all applicants; however, only those selected for interviews will be contacted.

All applicants must be eligible to work in Canada. Denison offers a competitive compensation and benefits package, including health and dental coverage, and a retirement savings plan.

OUR COMMITMENT:

Denison is dedicated to creating employment opportunities for Indigenous individuals and residents of the communities in which we operate. We encourage Indigenous applicants and those from these communities to apply and to voluntarily provide relevant information in their application. Preference will be given to qualified Indigenous candidates.

At Denison, we place a high value on diversity of backgrounds and experience. We strive to create an inclusive workforce that reflects a wide range of cultures, backgrounds, and viewpoints. Our team members are empowered to excel based on their personal merit, qualifications, experience, ability, and job performance. Reasonable accommodation during the hiring process is available upon request.

OUR COMPANY:

Denison Mines is a publicly traded company and a Certified Great Place to Work® with a 70-year legacy of uranium mining, exploration, and development in Canada. The company has an effective 95% interest in its flagship Wheeler River Project, which is the largest undeveloped uranium project in the eastern portion of the prolific Athabasca Basin region of northern Saskatchewan. Denison also owns interests in the McClean Lake uranium mines and mill, the Midwest project and the Waterbury Lake project. Collectively, Denison has a project portfolio covering ~385,000 hectares in northern Saskatchewan. For more information visit our website at **www.denisonmines.com**.