



## FINANCIAL REPORTING MANAGER

### ABOUT US:

Alexco Resource Corp., a publicly traded company listed on the TSX and NYSE American (under the symbol AXU), is a primary silver company that provides exceptional exposure and leverage to silver in one of the safest mining jurisdictions in the world. Owing the Keno Hill Silver District, located in the Yukon Territory, Canada, we are a proven explorer, developer, and mine operator with one of the highest-grade historic silver districts in the world.

Alexco is committed to the responsible and sustainable development of Keno Hill. Our culture and values drive us to achieve excellence in all that we do, while supporting the communities and organizations in the areas in which we work.

We are looking for a detail oriented and self-motivated individual to join our operations team.

### JOB DESCRIPTION:

Reporting directly to the Director of Finance, the Financial Reporting Manager will be responsible for all accounting, reporting and financial functions. The Financial Reporting Manager will partner with the Director of Finance and the senior management team in providing financial leadership and support across all areas of the company including managing and maintaining all processes related to the preparation of accurate financial reporting, analysis and disclosures of the company in line with relevant regulations, internal and external controls, as well as IFRS accounting principles.

The responsibilities of the Financial Reporting Manager will include however not limited to the following:

- Ensure timely and accurate financial reporting while working effectively across diverse operations in a fast-changing and often unpredictable environment;
- Preparation of consolidated financial statements under IFRS;
- Co-ordinate the quarterly reviews and annual audit engagement by persuasively engaging with diverse stakeholders both internally and externally;
- Responsible for review of monthly financial reporting from three operations to ensure compliance with Canadian and U.S. regulatory requirements;
- Responsible for guiding and maintaining best practices and procedures for internal control and accounting practices so as to enable effective cost, financial and management reporting;
- Ensure compliance with Sarbanes-Oxley and relevant legislation as applicable (working in conjunction with ICFR consultants);
- Develop, mentor, coach and review direct reports so as to ensure that a competent and trusted financial team is available to meet current and future company needs;
- Participate in compilation of MD&A, ensuring completeness and accuracy of disclosures;
- Travel may be required to existing operations (up to 5% of working hours per annum).

### QUALIFICATIONS:

- 5+ years of experience preferably in mining company or similar;
- Sound knowledge of financial reporting standards;
- Strong background in financial controls, planning and analysis;
- Understanding of financial systems and implementation of new technologies into complex day-to-day operations;

- Leadership ability coupled with collaborative consensus building, negotiation and communication skills at all hierarchical levels;
- Proven record of progressive financial leadership in a large scale complex industrial environment (mining, oil & gas, heavy industry etc.);
- Proven background in dealing with multi-cultural teams and multi-location organizations in diverse international jurisdictions;
- Flexibility and adaptability in a fast-changing, aggressive and entrepreneurial environment with evolving systems and procedures.

**EDUCATION:**

A degree or equivalent qualification in Finance or Accounting coupled with a recognized Canadian professional accounting designation is essential (CPA).

**CONTACT:**

Alexco offers a competitive remuneration package consisting of a retirement savings plan, extended group health and medical insurance.

Interested candidates should e-mail their cover letter and resume to [hr@alexcoresource.com](mailto:hr@alexcoresource.com) indicate on the subject line: **Financial Reporting Manager**. No telephone calls please. Only successful candidates will be contacted.