



408 Sylvia Lake Rd.  
Gouverneur, NY 13642

Tel: (315) 535-3200 | Fax: (315) 535-3216

## **EMPIRE STATE** **MINES**

Job Position: **Warehouse Clerk**  
Location: Gouverneur, New York  
Employer: Empire State Mines, a Titan Mining Corporation Company  
Posted Date: 2025 JUNE

**Empire State Mines** is currently seeking a professional to fill the role of **WAREHOUSE CLERK** at its underground zinc operation. This position is based at the Empire State Mine site in northern New York State.

### **Responsibilities:**

- Assist with locating materials, equipment, and supplies in our surface and underground warehouses;
- Maintain records of goods requested and received;
- Receive, inventory, and stock the delivery of materials, equipment, and supplies to the surface and underground warehouses;
- Communicate with personnel regarding distributing materials, equipment, machinery, and supplies;
- Analyze needs and product requirements;
- Maintain computerized warehouse records;
- Obtaining and seeing to the appropriate use of equipment, facilities, and materials needed to do certain work;
- Conducting inventory cycle counts as directed by warehouse leader;
- Operate tractors and forklift to transport supplies;
- Capable of lifting 50 lbs. from ground to shelf (4 feet high);
- Select, check, maintain and use proper PPE ;
- Perform initial checks of workplace and equipment following the safety system and continue to use this system throughout the shift;
- Safe and efficient preparation of the worksite before work commences;
- Report any unsafe condition or act to supervision immediately and rectify or isolate immediately if possible;
- Additional duties as assigned.

### **Technical Competencies:**

- Computer knowledge and computer experience specifically in using Office Suite and QuickBooks preferable;
- Strong organizational skills with the ability to multi-task;
- Effective communication with co-workers in order to maintain warehouse procedures.

### **EMPIRE STATE MINES offers:**

**Salary Range:** Contingent on experience and skills \$20-\$22 per hour base rate

### **EMPIRE STATE MINES offers:**

401K Retirement Plan including additional employer contribution of **5% of gross wages weekly**.  
Excellus Medical plan with low employee contribution, **FREE** Vision, Dental, and Life Insurances  
Paid Lunch, Vacation, Holidays, and Sick Time Off

**To join this growing team today, submit resume and cover letter specific to the desired job to:**

Email: [Jobs@titanminingcorp.com](mailto:Jobs@titanminingcorp.com)