

About Us: i-80 Gold Corp is a well-financed gold producer and developer holding an impressive portfolio of advanced-stage gold projects in the State of Nevada. The Company's primary goal is to build a self-sustaining, multi-asset, mining company with a peer-best growth platform by employing a methodical, capital disciplined and staged approach to minimize risk while also assessing and monitoring for accretive growth opportunities. For more information about i-80 Gold please visit our website: www.i80gold.com.

Who are we?

- We are genuine, engaged, and dedicated to achieving goals in a safe, strategic, and sustainable manner.
- We overcome obstacles, follow-through on our commitments, take pride in our work, and live our culture.
- We are professionals who believe in growth, inclusion, and diversity.
- We promote teamwork and open communications to inspire all stakeholders.

Position: Accounts Payable Clerk

i-80 Gold Corp is seeking a candidate to fill the position of Accounts Payable Clerk at our Reno, Nevada headquarters. The Accounts Payable Clerk will perform various accounting and clerical functions to support i-80 Gold's finance department. This position will be responsible for purchase requisitions, purchase order issuance, invoice processing and payment issuance for the Company. i-80 Gold utilizes multi-currency and owns seven subsidiaries. This position will report to the Corporate Accountant.

Location: 5190 Neil Road, Suite 360, Reno, NV or Lone Tree Mine Site Interstate 80, Exit 212

Responsibilities:

- Receiving, verifying, processing, and reconciling invoices.
- Resolving purchase order, contract, invoice, or payment discrepancies and documentation.
- Create purchase requisitions, issue purchase orders and coordinate with vendors.
- Reconciling monthly vendor statements and related transactions.
- Corresponding with vendors and responding to inquiries accordingly
- Oversea site petty cash accounts through monthly reports, record entries, and verifying documentation.
- Assisting in month end closing reports; and
- Other duties and special projects as required.

Qualifications:

- High School Diploma
- Possession of a valid driver's license with good driving history
- Three (3) or more years of accounting or Accounts Payable experience or related field
- Advanced math, writing, verbal, listening, emailing and texting skills
- Proficiency with Excel, Microsoft Word, and Outlook; working knowledge of PowerPoint
- Ability to work in a fast-paced environment while staying organized
- Possess a very high attention to detail and ability to manage multiple projects and tasks
- Ability to establish and maintain strong, effective working relationships.

How to Apply:

Interested applicants may apply in confidence by emailing your resume to careers@i80gold.com. **Please reference the job position in the subject line and submit your resume in PDF format.** We thank you for your interest. Only those selected for an interview will be contacted.