

## Legal Clerk

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:

Denison is hiring a **Legal Clerk** to support corporate governance, corporate and records management, and securities law and regulatory compliance-related legal activities. This role is based in Denison's Toronto office, and will work closely with the Vice-President Legal and Corporate Secretary in maintaining compliance with public company disclosure and filing requirements, maintaining corporate records, supporting financing and strategic transactions, and supporting all company teams in the management of legal documentation in accordance with company, regulatory and contractual requirements.

### OUR IDEAL CANDIDATE:

The successful candidate will have experience supporting securities and regulatory compliance, corporate legal and governance functions, including corporate and securities reporting and filings, maintaining corporate records, assisting with transaction documentation, and typical administrative tasks required in a legal environment. Key qualities and attributes include:

- Degree or diploma in a legal, paralegal, law clerk or equivalent program
- 2-3 years of Canadian securities / paralegal experience, ideally at a publicly traded company or a law firm
- Strong understanding of corporate governance principles and securities regulations
- Experience supporting corporate governance or compliance matters within the mining sector is an asset
- Experiencing drafting continuous disclosure and/or securities regulatory filings is an asset
- Experience with corporate records management, filings, or transaction support
- Ability to manage confidential information and maintain discretion
- Experience organizing and maintaining physical and electronic document management systems
- Ability to manage multiple tasks, deadlines, and compliance requirements
- Proficiency with MS Office and willingness to learn legal and document management systems

### YOUR RESPONSIBILITIES:

- Lead annual general shareholder meeting planning and logistics
- Prepare and file continuous disclosure and/or periodic reporting documents, including news releases and quarterly and annual disclosures, with securities regulators and stock exchanges
- Maintain and update corporate records, including minute books, and corporate registers
- Prepare standard legal documents, forms, and correspondence
- Support corporate and extra-provincial filings and ongoing corporate maintenance
- Prepare and organize documentation for financings, transactions, and corporate actions
- Assist with corporate due diligence, including document compilation and review
- Assist with physical and electronic legal filing systems and records retention
- Support compliance tracking and filing deadlines
- Liaise with internal stakeholders and external service providers as required
- Perform other duties as assigned

**TO APPLY:**

To submit your resume and cover letter, choose one of the following methods:

**CLICK:** [Legal Clerk - Toronto, ON](#)

**EMAIL:** [jobs@denisonmines.com](mailto: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 ~457,000 hectares in northern Saskatchewan. For more information visit our website at [www.denisonmines.com](http://www.denisonmines.com).