



Archaeology Field Lead 2



position summary

The full-time Archaeology Field Lead 2, under the supervision of the assigned Senior Principal Investigator(s), is responsible for the oversight and direction of archaeological field investigations conducted by members of a field crew and implementing field procedures established by Merjent, Inc. The Archaeology Field Lead 2 is also responsible for performing common tasks associated with leading archaeological investigations and surveys within the archaeological project area. This position will be based in Michigan, Illinois, Indiana, Ohio, Kentucky, and/or Tennessee. Travel is required.

responsibilities

The following responsibilities are general duties that an employee in this position may be required to perform. The actual duties required of this position will vary.

- Performs pedestrian walkover survey, controlled surface survey, and hand excavation (shovel testing), oftentimes solo.
- Maintains field records and paperwork.
- Directs archaeological site documentation and technical site mapping.
- During Phase I survey, determines types of appropriate survey coverage within the project area.
- Ensures accurate digital recordation of survey (Trimble R1 & iPad with ArcGIS & AGO).
- Ensures digital recordation and mapping of archaeological sites using an established data dictionary.
- Ensures daily download of GPS data.
- Ensures field crew members accurately complete project documents and reports.
- Ensures the overall safety of the field crew and adherence to project safety protocols.
- Assists crew members in proper vehicle and equipment maintenance.
- Ensures submittal of personal project accounts, including but not limited to, timesheets and expense reports.
- Reports to work on-time and begins work in accordance with the survey crew schedule.
- Adheres to Merjent and client-directed safety policies and procedures, including the use of personal protective equipment (PPE).
- Authors reports, agency letters, Section 106 request forms, and other documents.

required qualifications and experience

Education Requirements

- Bachelor's degree in Archaeology, Anthropology, or a related science.
- Graduate degree in Archaeology, Anthropology, or related science preferred. Preference will be given to candidates that meet the Secretary of the Interior's Standards for Archaeology as well as those with field-based GIS/GPS experience.
- Project-specific certifications and licensure may be required, if applicable.

Experience Requirements

- An undergraduate degree with more than 3 years of experience and similar leadership capacity conducting Phase I and Phase II fieldwork. A graduate degree with a minimum of 2 to 3 years of experience in a similar leadership capacity conducting Phase I and Phase II fieldwork is preferred.
- This position will be based in Michigan, Illinois, Indiana, Ohio, Kentucky, and/or Tennessee.
- Experience with leading field crews.

Candidates interested in applying should submit a completed Application for Employment to merjent.applicantpro.com.

Merjent, Inc is an Equal Opportunity Employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, protected veteran status, or any other legally protected factors. Disability-related accommodations during the application process are available upon request.

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Technical Skill Requirements

- Working knowledge of word processing, internet browsers, photo management software, and email.
- Working knowledge of federal and various state regulations as they pertain to cultural resource management.
- Ability to calculate figures and amounts such as percentages, area, ratio, circumference, and volume.
- Ability to apply basic mathematical concepts to practical situations.
- Ability to read, analyze, and interpret general technical procedures and governmental regulations related to cultural and historic preservation.
- Ability to write detailed archaeological reports and business correspondence.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret technical instructions and work with abstract and concrete variables.



Soft Skill Requirements

- Ability to complete digital data collection using ArcGIS and AGO platform.
- Ability to work with and guide Archaeology Field Technicians to ensure a quality work product in a timely manner.
- Team player; able to collaborate with other survey types or project teams.
- High level of interpersonal skills with demonstrated poise, tact, and diplomacy.
- Excellent communication skills, written and verbal, with the ability to clearly communicate issues to all levels of management.

physical demands of position

The incumbent will be regularly required to conduct the follow physical activities:

- Walking: Stand and traverse a varied outdoor terrain up to 10 miles per day.
- Carrying Weight and Lifting: Move and transport equipment with loads up to 50 pounds using hands and/or a backpack while hiking.
- Stooping, Kneeling, Crouching, and Crawling: Stoop, kneel, crouch, or crawl to perform manual soil excavations using a hand shovel. Repetitive motion to excavate compacted and soft soil to depth of 3.3 feet, crouching and/or crawling under fencing may be fervent.
- Climbing, Balancing, and Reaching: Reach with hands and arms; may include ascend/descend fencing.

work environment of position

While performing the duties of this position, the incumbent may be exposed to work near a pipeline/utility right-of-way, fumes, dust, gases, odors, airborne particles, outdoor weather conditions, and varying terrain.

- Climate: Constantly works in outdoor weather conditions with varying seasonal temperatures. Winter temperatures average 10 degrees F and may fall below 0 degrees F. Summer temperatures average 75 degrees F and may reach 100 degrees F and above.
- Plants & Animals: Incumbent may encounter plants and animals while working outdoors. May include, for example, poison ivy, poison oak, wasps, bees, snakes, etc.
- Terrain: Incumbent will be required to hike through varied terrain including, for example, tall and low grasses and weeds, around trees, near wetlands, over hills, over and around fencing, near roadways, and through mud.

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