



Project Archaeologist Tarboro, NC

About Us

Founded in 1988, Commonwealth Heritage Group, Inc. (Commonwealth) is a full-service heritage consulting firm serving clients for projects of all sizes. Commonwealth is a small business and proud founding member of the American Cultural Resources Association, a trade association of the heritage management industry.

Since its founding, Commonwealth has grown to acquire other cultural resource companies including *Coastal Carolina Research, Inc.* in 2009, *Sagebrush Consultants, Inc.* in 2013, *John Milner Associates Inc.* in 2014, *SouthArc, Inc.* in 2020, and *Panamerican Consultants, Inc.* and *Archaeological Consulting Services, Ltd. (ACS)* in 2021. The acquisition enables us to work with customers nationwide from seventeen regional offices (Tempe, AZ; Tucson, AZ; Gainesville, FL; Lakeland, FL; Columbus, GA; Traverse City, MI; Littleton, MA; Minneapolis, MN; Tarboro, NC; Buffalo, NY; Columbus, OH; West Chester, PA; Memphis, TN; Ogden, UT; Alexandria, VA; Milwaukee, WI; and headquarters in Dexter, MI).

As an experienced industry leader, Commonwealth has consistently delivered quality services and value to its clients and has developed an outstanding reputation with clients and regulatory agencies for understanding the intricacies of heritage management planning, permitting, and project implementation.

The company's portfolio reflects numerous accolades and acknowledgments from the Environmental Protection Agency, the Federal Highway Administration, the Advisory Council on Historic Preservation, the American Society of Landscape Architects, the Society for American Archaeology, the American Cultural Resources Association, and the Michigan Department of State.

Commonwealth offers an excellent range of benefits [health, dental, life, and disability insurance, paid leave, 401(k) plan with company match, etc.]. Commonwealth is an M/F/D/V Equal Opportunity Employer.

Job Description

Commonwealth is seeking qualified applicants to fill a Project Archaeologist position in our Tarboro, North Carolina office, working full-time. Primary responsibilities include: leading and supervising field staff; recording archaeological sites through survey; intensive excavations for site evaluations; monitoring fieldwork quality and reviewing paperwork/notes; conducting background research required for assessments; technical report preparation; adhering to established budgets and schedules; maintaining appropriate professional standards of quality and technical proficiency; positively interacting with team members to meet deadlines; contributing to research and writing for proposal development; and other duties as may be required. This is a travel and fieldwork-heavy position and traveling for non-local projects is necessary. We seek a candidate who wishes to grow within the company. Pay is dependent on experience, the range starts at \$21/hr.

Qualifications

- M.A/M.S. or higher in Anthropology or Archaeology;
- Two years of experience directing fieldwork for CRM projects, preferably in the Mid-Atlantic/Southeast regions;
- Familiarity with Section 106 process and NRHP eligibility criteria for sites
- Two years of experience with analysis and technical report writing; and
- Prior experience with Trimble GPS equipment and/or ArcCollector/Survey123/Field Maps apps (preferred)

Notice: Commonwealth is a federal contractor, which requires us to comply with Executive Order 14042, issued by President Biden on September 9. The order stipulates that all employees, without exception, must either be fully vaccinated against COVID-19 or be approved for a medical or religious exception. If you are unvaccinated and applying for this position but believe you qualify for an exception, please contact Kathy Bowers at kbowers@chg-inc.com. You'll be given the opportunity to submit an exception application to see if you're eligible to proceed further in pursuing employment with Commonwealth.

Apply today! Or find more information about this position and other available positions at www.commonwealthheritagegroup.com/careers/