



Principal Investigator, Project Archaeologist, Archaeologist (North Carolina Office)

201 West Wilson Street
Tarboro, North Carolina 28886
(252) 641-1444

Commonwealth Heritage Group, Inc., is seeking qualified applicants to fill the positions of Principal Investigator (PI), Project Archaeologist (PA), and Archaeologist in our North Carolina office. For each of these positions, candidates with prior experience in the Southeastern or Mid-Atlantic regions and/or analytical specialization applicable to these regions is preferred.

The PI position requires an advanced degree (minimum M.A./M.S. in anthropology/archaeology) with RPA registration and substantial prior experience conducting or managing Phase I archaeological surveys, Phase II evaluations, and Phase III data recovery projects; preparing proposals; supervising office staff assigned to projects; and preparing and reviewing technical reports. A solid understanding of the Section 106 of the National Historic Preservation Act process and the requirements for National Register of Historic Places evaluation of sites is essential for this position. Travel is a requirement of the position for job site review, occasional short-term fieldwork needs, meetings, and/or marketing, but extensive multi-night travel is not anticipated.

Applicants for the PA position must also have an advanced degree (M.A./M.S. in Anthropology or Archaeology and RPA qualified) as well as at least two years of experience directing fieldwork for CRM projects and demonstrated experience in analysis of cultural material and technical report writing. Prior experience with Trimble GPS equipment and GIS is preferred. Primary responsibilities include: leading and supervising field staff; recording sites through survey; excavating sites; monitoring fieldwork quality and reviewing paperwork/notes; conducting background research required for assessments; technical report preparation; adhering to established budgets and schedules; and maintaining appropriate professional standards of quality and technical proficiency. Travel for non-local projects is expected, with the frequency of overnight travel depending on workload. The need to travel for multi-week projects with weekend stays may arise periodically.

An advanced degree is preferred for the position of Archaeologist, but applicants with a B.A. or B.S. in Anthropology or Archaeology will be considered. The position entails assisting with fieldwork and office tasks as assigned. A candidate with prior fieldwork experience in a supervisory role is preferred, as is a candidate with prior experience as a laboratory analyst or site file researcher. The ability to travel for non-local projects, including multi-week projects with the potential for weekend stays, is necessary.

Salary ranges are competitive and dependent on experience with opportunities for advancement and higher salary. Commonwealth offers an excellent range of benefits (health, dental, life, and disability insurance, paid leave, 401(k) plan, etc.). Commonwealth is an M/F/D/V Equal Opportunity Employer.

Please email letters of interest, curriculum vitae, and a list of three professional references (from CRM background preferred) to:

Susan E. Bamann, Ph.D., RPA, Regional Director
susanbamann@chg-inc.com