



Job Opening: Project Archaeologist

Location: Richardson, Texas

Experience: Texas, New Mexico, and Florida

How to apply: please send resume to Amanda Maldonado at amaldonado@versar.com

Versar, Inc. is a global project management company based in the Washington, DC metropolitan area, with 21 locations around the world. Since 1969, Versar has provided technical and management support to federal, state, and local government clients as well as to industries worldwide, delivering construction management, environmental sciences, and engineering infrastructure solutions. Versar offers tailored and secure solutions in harsh environments providing clients with comprehensive engineering and construction management, environmental and professional services.

Versar's has an immediate opening for a full-time Project Archaeologist to assist the company in meeting clients' needs associated with all phases of cultural resource management projects. The position will be based out of the Richardson, TX office and will involve travel at times. The Project Archaeologist will be expected to conduct primary research, supervise fieldwork, initiate and complete analyses, contribute significantly to report production, and provide general administrative support as assigned to large block surveys, NRHP evaluation projects, or data recovery efforts.

Candidates need to be able to communicate effectively with clients, agencies, tribes, crew, and colleagues. Prior experience managing projects and supervising field personnel with an eye towards efficiency and thoroughness is preferred with an advanced degree in Anthropology or related field being required. The position requires the ability to prepare, plan, and execute logistically challenging fieldwork in a successful and independent manner.

Responsibilities:

- Supervise fieldwork, including archaeological survey, testing, data recovery, and/or construction monitoring and ensure quality and completeness of data collected.
- Data QA/QC, organization, and tracking; field GPS data collection using tablets and Geodes.
- Ensure that appropriate preliminary research is conducted and organized prior to fieldwork, and that necessary equipment, staff, and other resources are prepared for fieldwork.
- Deputy Project Management. Work with Senior Program and Project Managers to support project management, facilitate calls, prepare agendas, develop, and manage project budget and schedules.

Qualifications:

- A Master's degree in degree in Anthropology, or closely related field is required.
- 3+ years technical and/or field experience in CRM, preferably involving Section 106 compliance projects, to meet federal and state agency permitting requirements.
- Client management skills with Federal agencies (specifically DoD) preferred.
- An ability to conduct fieldwork, including survey, testing, and data recovery, for long hours in inclement weather, rough terrain, and/or high elevations.
- Proficiency at the identification, recordation, and evaluation of archaeological sites of prehistoric and historical archaeological sites.
- Strong technical writing skills and proficiency with MS Office Suite.
- GPS proficiency and adaptability to technological tools is mandatory.
- Willingness to travel.
- Excellent communication skills, as well as strong conceptual, organizational, problem solving and research abilities.
- Ability to work collaboratively with team members and clients and show demonstrated expertise in managing several complex tasks simultaneously.
- Detail-oriented, organized, and team player with a strong focus on quality and client service.
- Possess a valid driver's license and have access to reliable transportation.
- Pass a security clearance background check.