



## ARCHAEOLOGICAL PRINCIPAL INVESTIGATOR

Harris Environmental Group, Inc. is seeking an archaeological Principal Investigator (PI) to direct compliance projects for state, federal, and commercial clients. Archaeological experience in the southwestern United States is preferred. The position will assist with project development, direction, coordination and quality control for cultural resource management projects while expanding our archaeological and historical consulting team. Responsibilities will include project direction (including some fieldwork and possibly travel), training of staff, oversight of field directors, and producing quality reports, managing multiple projects, and budgets. Candidates must have an M. A. or Ph.D. in Anthropology or Archaeology and a minimum of seven years of work experience and three to five years experience as PI. Compensation package will be commensurate with experience.

### **Job Duties and Responsibilities:**

- Ensure that all fieldwork, analysis, and report production is conducted to professional standards and guidelines
- Aid with business development
- Remain current with agency protocols for conducting cultural resources work
- Manage budgets, prepare proposals, reports, and other technical documents, monitor field procedures, and author Research Designs, Treatment Plans, and other technical documents
- Oversee field research, data collection, inventory, analysis, and final report production
- Establish project procedures and budgetary restraints and assure that projects are concluded within budget and on time
- Conduct content edits of technical reports
- Take initiative, resolve problems, and create improved procedures to assure tasks are completed in the most effective manner

### **Job Qualifications:**

- Graduate degree in archaeology, anthropology or related field
- At least five years supervisory and fieldwork experience in contract archaeology and experience working on National Historic Preservation Act (NHPA) compliance within Arizona and New Mexico
- Ability to plan and conduct research based on contemporary archaeological method and theory
- Ability to be listed on our various federal and state cultural resource permits
- Experience with content edits of reports and a strong background in scheduling and budgeting
- Ability to train, coordinate, and oversee personnel
- Exceptional technical writing skills and a record of completing and editing technical reports on deadlines
- Experience with Section 106 compliance, NEPA and other relevant compliance processes
- Ability to work independently as well as oversee small or large projects
- Experience with excavation, artifact identification, and analysis of archaeological data
- Proficiency using ESRI GIS software and data management as applied to CRM projects
- Experience working with Native American groups and US federal agencies

**To apply, please send cover letter with date of availability and resume with references to:**

Katie Handley at [khandley@heg-inc.com](mailto:khandley@heg-inc.com)