

Sul Ross State University
Position Description

Official Title: Archeologist II

Salary Group: 9

Job Code: 3240

Summary

Function: Performs moderately complex (journeyman-level) archeological field, laboratory, and scientific research work.

Scope: Involves conducting archeological investigations and laboratory analyses; may train others.

Duties

Essential: Conducts archeological investigations, preservation or stabilization programs, and field laboratory experimentation and analyses; performs field surface reconnaissance and testing of archeological sites; prepares maps, cross sections, and photographic plates for archeological publications, files, and records; prepares archeological narratives, summaries, and/or reports; maintains inventory of archeological sites; monitors construction and/or archeological excavations; serves on preservation planning teams; assists in the planning and execution of research designs; may provide advice on Antiquities Code compliance; may manage the execution of and prepare contracts for professional services; may monitor and inspect archeological investigations, testing programs, and preservation and stabilization projects; may train others. Performs related work as assigned. Responsible for personal safety and the safety of others; must exercise due caution and practice safe work habits at all times.

Non-Essential:

Supervision

Received: Works under general supervision with moderate latitude for the use of initiative and independent judgment.

Education

Preferred: Graduation from an accredited four-year college or university with major course work in anthropology, archeology, or a related field.

Experience

Preferred: Experience in archeological administration work.

** Experience and education may be substituted for one another **

Equipment/Skills

Required: Knowledge of preservation techniques, field investigations, and laboratory procedures and analyses; ability to communicate effectively, write reports, and train others.

Working Conditions

Usual: Position is Security Sensitive.

Special:

Any qualifications to be considered in lieu of stated minimums require the prior approval of the Human Resources Director.

Date revised: February, 2006