



## Associate Archaeologist Job Description

ASM Affiliates, Inc. (ASM) is a Small Business Enterprise (SBE)-certified cultural resource management (CRM) firm with more than 35 years of experience in providing environmental regulatory compliance services to federal agencies and private proponents throughout the west.

ASM is currently seeking an Associate Archaeologist to join the Kearny Mesa (San Diego) office. Please apply at [jobs@asmaffiliates.com](mailto:jobs@asmaffiliates.com).

Position Overview: Coordinate cultural resource services for several clients in the Carlsbad office's market, act as project manager for large-, mid-, and small-sized projects, supervise field staff, coordinate project needs, produce quality reports. Currently seeking an Associate Archaeologist that has the potential to advance to a Senior level position.

### Tasks

- Manage multiple projects at once
- Schedule and manage field crews and perform field work; conduct extended field rotations
- Contribute to various report types, including technical reports, initial studies, work plans, and others
- Schedule construction monitoring projects; be on-call to perform field work for discoveries on these projects; communicate with construction contractors, clients, and agencies for monitoring projects
- Conduct Native American consultation and coordination of Native American monitors
- Be able to perform site evaluations, including field work, reporting of results, and development of mitigation measures
- Attend pre-construction meetings for a variety of project types
- Additional duties as assigned by supervisors

### Qualifications and Requirements

- Five years of CRM experience, at least three years in a supervisory role
- Graduate degree in Anthropology/Archaeology, or will be finishing the degree within one year
- Applicable experience with both prehistoric and historical archaeology within Southern California and an understanding of local Native American values
- Familiarity with cultural resource laws, CEQA, NEPA, Section 106, various city and county requirements
- Familiarity with agencies and their requirements
- Registration on the RPA, or the ability to receive an RPA registration within one year
- Technical writing skills and experience writing a variety of cultural resource technical reports; writing sample required
- Experience with GIS preferred
- Must have a valid driver's license and ability to drive company provided vehicle
- Upon hire, must provide copy of current DMV Motor Vehicle Report (MVR)

- Must be able to perform field work in strenuous conditions

Additional

- Competitive salary that is commensurate with skills and experience
- Eligible to participate in group medical, dental, vision and company provided life insurance after waiting period
- Paid vacation and sick time, plus nine paid holidays per year
- 401k, ESOP, and Bonus plan participation after applicable eligibility period

*ASM Affiliates, Inc. is an Equal Opportunity Employer*