



Stratified Environmental & Archaeological Services, LLC
Job Announcement
April 5, 2021

Job Title: Archaeological Principal Investigator/Project Manager

Job Summary:

SEAS seeks to hire a qualified senior staff member to manage archaeological projects for a growing cultural resources program. Ideal applicant is an experienced archaeologist who lives in or seeks to relocate permanently to the Four Corners' area. SEAS office is located in Ignacio, Colorado, which is about 20 miles southeast of Durango. We employ 6-15 archaeologists, depending on work load, and conduct work throughout the Southwest, mainly in the Four Corners states (Colorado, New Mexico, Arizona, and Utah). Position has long-term potential with the company for energetic, communicative, and self-motivated professional.

Responsibilities and Duties:

- Schedules and directs crews of archaeologists to complete cultural resource inventory, monitoring, and/or excavation projects
- Communicates with a diverse array of tribal, state, and federal agencies and private sector clients regarding project scheduling and requirements
- Coordinates with SEAS' managers for staffing and budget management
- Ensures data quality from field collection to report production
- Researches and writes comprehensive cultural overviews
- Compiles and edits staff's written report drafts using MS Office programs to produce high-quality cultural resource management reports
- Ensures Section 106 compliance for survey, testing, and data recovery projects
- Maintains a positive, cheerful attitude; communicates and works well with others

Minimum requirements:

- Masters of Arts in Anthropology, Archaeology, or specifically related field
- Minimum 5 years of archaeological field work in the Four Corners region; exception may be made for a particularly motivated and gifted writer
- Must hold permits or qualify to be listed as PI on permits for multiple agencies and jurisdictions throughout the Southwest
- Section 106 training with strong applied experience

Other desired skills and abilities:

- Project management experience
- Extensive knowledge of Southwest cultural resources
- Excellent writing and editing skills
- Knowledge and experience with GPS/GIS
- Excellent computer skills, particularly Microsoft Office products (specific knowledge of styles, formatting, pagination, tables of contents, footers, figures, and other details related to document production)
- Strong background in both prehistoric and historic artifact analysis
- Familiarity with the NEPA process, particularly as it applies to writing cultural resource sections for environmental assessments (EA) and environmental impact statements (EIS)

Salary: Starting at 60K annually with benefits. Salary negotiable depending on qualifications. Future partnership potential for the right individual.

Dates: Target start date of April or May 2021

To apply:

Send Vita or Resume with references and a sample of your professional writing to:

Doug Loebig
Stratified Environmental and Archaeological Services, LLC
PO Box 1078
Ignacio, CO 81137

Or email same to: doug@stratified.biz

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