

CULTURAL RESOURCE SENIOR PROJECT MANAGER – Tempe, AZ

Archaeological Consulting Services, Ltd. (ACS), a 41-year-old environmental planning firm in Tempe, Arizona, and the longest operating cultural resource firm in Arizona, is seeking to hire a cultural resource Senior Project Manager. The successful candidate will:

- have a Master's degree in Anthropology (Archaeology);
- qualify as a Project Director on an Arizona state permit (requirements can be found here: <http://www.statemuseum.arizona.edu/services/arizona-antiquities-act-permits>);
- have 7 or more years of experience in archaeology;
- have two or more years of experience managing multiple small projects and providing support for larger projects;
- have an understanding of cultural resource compliance within the framework of state and federal regulations; and
- have a close familiarity with the performance of such tasks in Arizona and on ADOT contracts.

We are looking for an experienced, detail-oriented multi-tasker who works well in a team environment and is available to start in the relatively near future. The M.A. and qualifications for the Project Director on an Arizona state permit are must-haves. Although the other requirements listed are more flexible, keep in mind we are looking for an experienced person with local expertise preferred. Experience in bioarchaeology and/or faunal analysis would be an added plus.

The duties of this position involve completing cultural resource compliance projects from project initiation through implementation and close-out, including preparing scopes and budgets for proposals of all types, permit applications, conducting some fieldwork, and preparing technical reports and agency consultation letters.

This position is salaried with benefits; eligible for the full ACS benefits package, including vacation, 10 paid holidays, sick leave, a significant portion of the employee's health and dental insurance paid under the company plan, and participation in a 401(k) program after six months; and the pay level is competitive, commensurate with experience.

For additional information about ACS, please check out our website (<http://www.acstempe.com>). To apply please send a cover letter with your salary requirements and when you could be available if offered a job, along with your current resume, including the names, phone numbers, and e-mail addresses of three references who can comment on your archaeological work experience to: `acs_jobs "at" acstempe "dot" com` (substitute words in quotes with @ and .). Please include SENIOR PROJECT MANAGER in the subject line of your e-mail. No phone calls please. ACS does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law. This position is open until September 14, 2018, or until filled, whichever is sooner.