**ERM** is seeking highly motivated and experienced **Project Archaeologist** to join our global consulting firm as part of our cultural heritage team. Based in **Duluth, GA.**, the successful candidate will provide project management and technical assistance for archaeological desk and field studies for clients both within the United States and internationally.

**RESPONSIBILITIES:**

* Produce cost estimates, write proposals, and work closely with the ERM proposal team on Request for Proposals (RFP’s).
* Work with ERM project managers and clients to coordinate project-related tasks and provide guidance on tactical, strategic, and regulatory issues for the duration of the project.
* Participate in agency consultations, client contacts, and site visits; and participate in project management responsibilities, and monthly progress reports.
* Assist with the development of project plans and schedules.
* Work with ERM field coordinators to mobilize and organize field crews, monitor fieldwork progress, and adjust the field crew size and location according to project needs.
* Work with the Lab Director to organize artifact analysis needs and schedule.
* Senior report author and responsible for delegating report components to the relevant staff.
* Project work will involve travel (up to approximately 30 percent of the time) for field work, site visits, environmental training, project team meetings, and/or agency meetings.

**REQUIREMENTS:**

* Bachelors or Master’s degree in Anthropology or related field.
* 7+ years of related consulting experience.
* Thorough working knowledge of GPS technology, GIS, and related programs such as ArcMap, TerraSync, and Pathfinder Office.
* Thorough working knowledge of MS Office Suite software programs.
* Strong oral and written communication skills, detailed oriented, and recognized organizational abilities.
* Self-motivated, quick learning, and flexible with a common-sense approach to conducting business and workload management.

**TO APPLY:**

Please click on the following link: <http://chp.tbe.taleo.net/chp04/ats/careers/requisition.jsp?org=ERMGINC&cws=1&rid=10762>

Please submit your resume and brief cover letter. Qualified candidates will be contacted by email, and requested to complete a pre-interview questionnaire. Based on review of these responses, shortlisted candidates will be invited for interviews. Thank you for your interest in ERM!

**ABOUT ERM:**

Environmental Resources Management (ERM) is a leading global provider of environmental, health, safety, risk, social consulting services and sustainability related services. We have more than 160 offices in over 40 countries and territories employing more than 4,500 people who work on projects around the world. ERM is committed to providing a service that is consistent, professional and of the highest quality to create value for our clients. We have worked with many of the Global Fortune 500 companies delivering innovative solutions for business and selected government clients helping them understand and manage the sustainability challenges that the world is increasingly facing.

For over 40 years we have been working with clients around the world and in diverse industry sectors to help them to understand and manage their environmental, health, safety, risk and social impacts. The key sectors we serve include Oil & Gas, Mining, Power, and Manufacturing, Chemical and Pharmaceutical. All face critical sustainability challenges and our clients in these and many other areas rely on our ability to assist them operate more sustainably which has a positive impact on our planet.

Our people are outstanding, our workplace is energized! And we continuously strive to be the preferred place for environmental and other professionals to build meaningful and rewarding careers.

**EEO Employer/Vet/Disabled**

ERM is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, age, status as a protected veteran, or status as a qualified individual with disability.

ERM does not accept recruiting agency resumes. Please do not forward resumes to our jobs alias, ERM employees or any other company location. ERM is not responsible for any fees related to unsolicited resumes.