



INTERNATIONAL ARCHAEOLOGY, LLC

Senior Archaeologist (Archaeological Project Director) \$70,000 to \$88,000/annum

Location: Hawaii (in-person)

Employee Type: Full-time Regular, Exempt, Salaried

Position Overview

International Archaeology, LLC, is seeking a highly qualified Senior Archaeologist (Archaeological Project Director) to join our team. This individual will work under the supervision of the Project Managers and Principal Investigator and will be responsible for directing archaeological projects from planning through completion, with a focus on regulatory compliance, technical leadership, and team supervision. The ideal candidate will hold a master's degree or higher in archaeology or a related field and have at least five years of professional experience directing archaeological projects while effectively applying archaeological theories, methods, and techniques.

Responsibilities

Key responsibilities include providing oversight and direction in the field, directing all post-field tasks such as data management, laboratory work, GIS figure drafting, and writing.

Project Planning and Organization

- Develop fieldwork strategies, selecting suitable methods and techniques.
- Prepare and implement work plans and schedules.
- Coordinate data management and project staffing.

Team Leadership

- Supervise field crews and post-field personnel.
- Provide in-field training, resolve problems, and evaluate performance.
- Communicate regularly with the PI regarding project progress and analytical direction.

Fieldwork and Technical Execution

- Lead archaeological surveys, testing, and excavations.
- Ensure the accurate recording, interpretation, and quality control (QA/QC) of field data.
- Oversee laboratory work, GIS figure development, and basic statistical analysis of archaeological datasets.

Regulatory Compliance

- Ensure compliance with relevant laws, regulations, and ethical guidelines related to archaeological practices.
- Complete work in accordance with applicable Department of Defense, Federal, and State regulations and laws, particularly concerning historic/cultural preservation, endangered species, safety, and health.

Stakeholder Management

- Manage relationships with stakeholders, including local communities, government agencies, and funding bodies.

Reporting and Documentation

- Prepare site forms, technical reports, and publications.
- Contribute to peer-reviewed presentations or articles where applicable.

Qualifications

- Advanced degree in Archaeology, Anthropology, or related field
- Strong knowledge of archaeological methods and theory
- Excellent organizational and leadership skills
- Strong communication and interpersonal skills
- Ability to work in a variety of field conditions.
- Familiarity with GIS software and other relevant technology
- Experience in managing and supervising teams.
- A minimum of two years of CRM experience required.
- Pacific Islands or Asian Archaeology experience and bioarcheological experience will be viewed favorably.
- Must have a valid U.S. passport and U.S. REAL ID driver's license, or valid work visa, and must be able to pass a background check for access to military installations.
- Proficient in Microsoft Office Suite and Adobe software, and digital field technologies (e.g., tablet and GPS)
- Work requires independent judgment/decision making, technical writing and organizational skills, attention to detail, and people skills.

Education

- A graduate degree with specialization in archaeology or in a related field

Contact

Please submit a letter of interest and résumé (including three references) to hr@iaoceania.com.

Closing date: Open until filled.

FLSA: Full-Time Regular

Employee Type: Exempt, Salaried

Reports to: Principal Investigator

Travel Required: Yes

Location: Honolulu Office

Required: Must have a valid U.S. passport and U.S. REAL ID driver's license

Security Clearance: Must be able to obtain a security clearance

Background Check: Must pass a background check

Pay Range: \$70,000.00 to \$88,000.00/year

Benefits: Eligible for Medical, Dental and Vision, Paid Federal Holidays, Vacation and Sick Leave