



JOB DESCRIPTION
POSITION LOCATION – LOUISVILLE, KY

About Metric Environmental

Metric Environmental, LLC is a DBE/MBE environmental consulting firm headquartered in Indianapolis, Indiana with additional offices in Gary, Indiana and Cincinnati, Ohio. Our business was created to continue a legacy of providing creative solutions for complex environmental challenges. We are a multidisciplinary environmental consulting practice that conducts ever more complex services through the provision of cost effective, realistic and defensible issue resolution for Public, Private and Federal clients.

ESSENTIAL FUNCTIONS:

Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions of this position. The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to this position.

Job Summary

The role of Archaeological Principal Investigator will be to conduct archaeological investigations including conducting literature reviews, designing work plans, implementing the plans in the field, supervising artifact processing, directing and mentoring less experienced staff, and coordinating with clients and reviewing agencies. Essentially, conducting preliminary research on projects, overseeing fieldwork and lab work, and producing final archaeological reports.

Essential functions:

- All work will be conducted in accordance with Section 106 of the National Historic Preservation Act (NHPA) and its implementing regulations, and various state requirements.
- The Archaeological Principal Investigator should be familiar with the Section 106 process to be able to guide clients through the process.
- Familiarity with Kentucky Transportation Cabinet (KYTC), Kentucky State office of Archaeology (KSO), Indiana Department of Natural Resources – Division of Historic Preservation & Archaeology (IDNR-DHPA) requirements, Indiana Department of Transportation (INDOT) procedures, and Federal Highway Administration (FHWA) and U.S. Army Corps of Engineers requirements is desired.
- The Archaeological Principal Investigator will produce project reports to be reviewed and approved by state and federal agencies.
- Strong writing skills and be capable of editing reports produced by junior staff.
- Must be able to work independently, with little supervision, and be able to guide the growth and development of an independent office.
- Conducting project research using documents, maps, and aerial photos
- Developing research designs
- Coordinating projects and fieldwork with other principal investigators
- Scheduling projects and adhering to project budgets
- Hiring and organizing field crews

- Monitoring field and lab procedures
- Modifying research designs and procedures to ensure that projects are completed within budget and on time

Required Education:

1. Master’s degree in Anthropology, Archaeology, Geography, or closely related field. Must meet the Secretary of the Interior’s Standards to be a Qualified Professional in Prehistoric Archaeology, Historic Archaeology, or both.
2. Specialized area of study, such as geomorphology or geophysics, GIS capabilities, and/or National Environmental Policy Act experience a plus.
3. Minimum 5-10 years of specialized training in archaeological research, administration or management.
4. Knowledge of federal, state, and municipal regulations pertaining to cultural resources

Required Experience:

- Prefer 10+ years of experience in Cultural Resources Management, with at least 5 in a supervisory capacity.
- Prehistoric and historic artifact identification skills.
- Technical report writing.
- GIS exhibit creation.
- Excellent written and oral communication skills
- Strong computer skills
- Ability to effectively lead and supervise small to large teams of workers
- Ability to quickly solve problems that may arise over the course of an investigation
- Ability to carry research to completion.
- Proven business development abilities.
- Ability to work in the field 25-50% of the time
- Excellent communication and computer skills.
- Ability to work within a team as well as independently.
- Must have Kentucky state experience.
- Ability to succeed in a fast-paced environment, manage budgets, develop proposals, handle multiple project assignments, meet strict deadlines, and travel to client facilities.

Benefits

- Competitive Wages
- Medical, Dental and Vision Plans
- Paid Long and Short Term Disability Insurance
- Paid Life Insurance
- Paid Time Off
- 401(k) Retirement
- Professional Development Program

EEO:

Metric Environmental is an equal opportunity employer. Metric Environmental prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, age, national origin, disability status, protected veteran status, or any other characteristic protected by law.