



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

ARCHAEOLOGIST

Job Number: 20001532

Job Code: 80010V240316

Job Group: 8000 - RESEARCH AND ANALYSIS

Job Established: 06/16/1982

Job Revised: 03/16/2024

Grade: 13 Salary (MIN - MID):

\$20,549-\$30,824 - Hourly

\$3,339.22-\$5,008.90 - 37.5 Hr. Monthly Salary

\$3,561.84-\$5,342.84 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs archaeological research and documentation of archaeological projects. Responds to formal submissions of documents to determine whether archaeological investigations are warranted; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree in anthropology, archaeology, cultural history or a related field.

EXPERIENCE, TRAINING, OR SKILLS:

One year of archaeology or anthropology experience.

Substitute EDUCATION for EXPERIENCE:

A master's degree in archaeology or anthropology OR two years of graduate study in archaeology or anthropology will substitute for the bachelor's degree and experience.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Initiates archaeological investigations to identify, document, and evaluate archaeological resources related to projects. Conducts archaeological investigations and writes reports. Assesses the significance of archaeological sites located, tested, or excavated during investigations in accordance with state and federal laws and rules. Recommends further archaeological investigations when necessary. Prepares artifact analysis which includes describing, measuring, placing in a typological framework, and interpreting the function of the site. Reviews past and current archaeological research, ecological, and cultural historic data pertaining to a specific project area. Draws test unit profiles. Maintains liaison with local groups and organizations to provide expertise in the identification, preservation, and development of archaeological sites. Completes National Register Nomination forms on archaeological sites for submission to the National Park Service. Maintains files on each archaeological site.

UNIQUE PHYSICAL REQUIREMENTS:

Any unique physical requirements necessary to perform the duties of a specific position will be listed on the individual position description, if applicable.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is typically performed both in an office setting and in the field.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to maintain a valid driver's license and may be required to drive a licensed vehicle. This status may be necessary for the length of time in this job classification. If this is necessary, it will be listed in the specific position description for the position at issue. Applicants and employees in this job classification may be required to submit to a drug- screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.