

## **Job Announcement**

**Title:** Archaeological Data Specialist

**Location:** As of January 1, 2022, this position will be Tucson-based and in person. It is Archaeology Southwest's expectation that all personnel—employees, contractors, and volunteers—will follow CDC guidelines on the COVID-19 vaccination, mask requirements, and preventative hygiene.

**Salary Rate:** \$54,000 per year

**Classification:** Exempt

**Start Date:** Immediately

**Position open until filled**

**Benefits:** Paid Time Off (200 hours), health insurance, vision plan, optional dental plan (50% subsidized), 401k plan with 20% employer match, life insurance, short term and long term disability insurance.

### **Archaeology Southwest:**

Archaeology Southwest practices a holistic approach to protecting heritage places and landscapes. Archaeology Southwest is committed to close and respectful collaboration with American Indian Tribal governments and communities. In our workplace and activities, we strive for inclusion across race, gender, age, religion, and identity. For more information, please visit [www.archaeologysouthwest.org](http://www.archaeologysouthwest.org).

### **Background:**

cyberSW is a rapidly growing digital information center that brings together data from thousands of archaeological projects across the Southwest in a format that will allow researchers and the public to explore broad patterns with a few keystrokes.

Archaeology Southwest seeks a database savvy individual to work with our cyberSW development team. There are hundreds of archaeological projects with existing digital data that need processing and standardization prior to incorporation into cyberSW.

The cyberSW development team is using an innovative graph database platform, Neo4j. The Archaeological Data Specialist will be working in formats such as Excel and Access to prepare data for incorporation into cyberSW. Previous experience with Neo4j is not a prerequisite.

### **Required Qualifications:**

- Master's degree in Anthropology or related field
- Consideration will be given to an applicant with a Bachelor's degree in Anthropology or related field if they can demonstrate substantial employment experience (3+ years) as a database specialist
- Experience working with archaeological datasets (e.g., research, lab, repositories, archives, CRM, digital libraries)
- Strong attention to detail and accuracy
- Familiarity with Southwest archaeology

### **Desirable Skills and Experience:**

- Scripting/database development experience (basic familiarity with Python, Access, etc.)
- GIS basics: experience working with spatial data; comfort working in and converting between various coordinate systems such as latitude-longitude and Universal Transverse Mercator (UTM)

**Duties:**

- Working with database managers across the region to secure access to digital data to grow cyberSW with high quality data
- Formatting/cleaning archaeological datasets for ingest into cyberSW
- Incorporate datasets into cyberSW: ranging from hand-entering tables from old reports to scripting uploads of huge databases
- Assisting with the continued development and testing of the cyberSW web application
- Facilitating research using cyberSW (e.g., assisting users to address a variety of research questions)

Archaeology Southwest is an Equal Opportunity Employer and will consider all applicants for employment and all employees for placement, job assignments, transfers, promotions, and any other status change without regard to race, color, religion, creed, gender, gender expression, age, national origin, ancestry, disability, marital status, sexual orientation, economic circumstances, criminal convictions, or military status.

**To apply, submit cover letter and resume to:**

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