



Job Title: Trainee Project Archaeologist

Reports to: Project Manager

Hours of work: 37 per week

Salary: £13.69 per hour

Key Purpose of the role:

Under the guidance and training of senior staff:

- To build skill levels and experience to an appropriate standard by the end of the 6-month training scheme
- To carry out archaeological excavation and recording of designated features/areas of a range of sites
- To work to YA and professional standards
- To work within an agreed framework, with the site lead and/or senior staff according to the post holder's skill and experience level

Key Duties and Responsibilities

- To hand excavate all types of archaeological features during watching briefs, field evaluations and excavations
- To make digital, written and drawn records of archaeological contexts including context sheets, GPS plans and section drawings in accordance with YA procedures and standards
- To complete and maintain archaeological indices during projects
- To undertake finds and environmental processing work

Key Duties and Responsibilities Continued:

Health and Safety

- To work in accordance with the requirements of YA's Health and Safety Policy
- To take collective responsibility for reporting health and safety issues

Driving

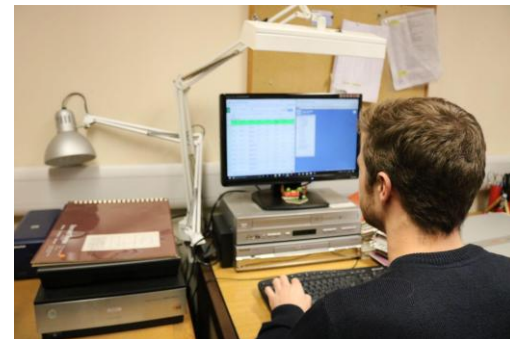
- To drive YA and hired vehicles if and when required to transport colleagues and equipment to site, (if qualified and registered as a YA driver)

Expected Behaviours

- To contribute to, and support positive morale within teams
- To be professional and polite at all times and to uphold the standards, values and reputation of YA in all team, client and public interactions

Working Conditions

- Undertake site work possibly during inclement weather, subject to the Risk Assessment and Health and Safety considerations
- Frequent work away from home base, normally with at least a week's notice, but occasionally with shorter notice. Overnight accommodation will be provided



Person specification:

	Essential	Desirable
Qualifications	• Degree in Archaeology or relevant subject • Interest and knowledge in Archaeology • Commitment to Continual Professional Development (CPD)	• Full UK driving License or willingness to achieve this • First Aid at Work Certificate
Knowledge & Experience	• Experience of archaeological fieldwork in the UK (up to 6 months)	• Experience of commercial archaeological fieldwork (up to 6 months)

Person specification:

	Essential	Desirable
Competencies (e.g. communication, interpersonal, teamwork)	• Ability to carry out prolonged manual work in an outdoor environment sometimes in inclement weather • Ability to work without close supervision • Good organisational skills • Ability to work under pressure • Ability to use own initiative • Good communication skills • Ability to work positively as part of team • Willingness to work away from home for extended periods of time	• Ability to work without close supervision

This Job Description is not contractual and does not define or limit the work which you are employed to do, and you may be required to do any work within your capacity which York Archaeology requires from time to time. York Archaeology may make changes to this Job Description, on either a temporary or permanent basis, at any time it is considered necessary.