



Archaeological  
Research Services Ltd

**PERSON SPECIFICATION**

**POST TITLE: Archaeological Officer**

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>EDUCATIONAL AND OCCUPATIONAL ATTAINMENTS</b>	Educated to 2:1 degree level or above	A relevant post-graduate or other professional qualification
<b>EXPERIENCE</b>	Experience of working in a professional environment  Experience of taking part in archaeological projects, undertaking a range of fieldwork and post-excavation tasks and dealing with a wide-range of people	
<b>SPECIAL SKILLS</b>	Excellent organisational skills  Good range of IT skills including familiarity with CAD and GIS  Full archaeological fieldwork skills  Full driving license	CSCS Card  Surveying skills
<b>DISPOSITION</b>	Self-disciplined and well-organised  Good communication and interpersonal skills  Able to work individually and as part of a team  Mature and professional attitude to work  Willingness to do as instructed	
<b>INTERESTS</b>	Archaeology of Britain	Period or thematic specialisms
<b>SPECIAL REQUIREMENTS</b>	Willing to work a range of hours (inc. occasional weekend work) in order to take advantage of training courses, attend meetings, and carry out project work <i>etc.</i>  Willing to work away from home as required	