

State of Alabama
Personnel Department
64 North Union Street
P. O. Box 304100
Montgomery, AL 36130-4100
Phone: (334) 242-3389
Fax: (334) 242-1110
www.personnel.alabama.gov

Current Announcement

ARCHAEOLOGIST (HISTORIC SITES OPTION) – 30444 (OPTION 189)

Salary: \$31,488.00 - \$48,924.00

Announcement Date: February 13, 2013

Application Deadline: March 6, 2013

JOB INFORMATION

The Archaeologist (Historic Sites Option) is a permanent full-time position with the Alabama Historical Commission. Positions are located in Orrville/Selma and Montgomery. This is professional archaeological work in the field of historic preservation and interpretation. Work also involves evaluating construction project activities and locations for possible impact on cultural resources within a site, and conducting research and interpretation at a prehistoric or historic site.

MINIMUM REQUIREMENTS

- Bachelor's degree from an accredited* four-year college or university in Anthropology, History, American Studies, or Geography. (**Note:** Degree must include a minimum of two courses in Archaeology, one Archaeology field school course, and one course in either American or Alabama History.)
- One year of Public Archaeology work experience such as interpreting the subject to visitors and actively engaging with them

ADDITIONAL REQUIREMENTS

- Individuals applying for this job **must** attach their college transcript(s) to their application
- Valid Alabama driver's license at time of appointment
- Employee will be required to work weekends and remain flexible as needed with weekly schedule
- Employee must be able to walk long distances over varied terrain and up steep inclines and stand for prolonged periods
- Some overnight travel may be required

NOTE

- A Master's degree in a required educational field listed above with a thesis on Public Archaeology, Public History, or Park Interpretation may substitute for the required experience.

EXAMINATION

- **Open-Competitive** to all applicants
- An **Evaluation of Training and Experience** as shown on the application will comprise 100% of the final score for the open-competitive register. Therefore, **all sections** of the application must be completed and applicants must provide a **detailed description** of their work experience.

HOW TO APPLY

- Complete an Application for Examination Form available at www.personnel.alabama.gov, the above address, or any Alabama Career Center Office.
- Apply by mail or by fax. Application must be received by close of business on the application deadline date shown above.

*Individuals currently on the register **MUST** reapply to remain eligible for employment.*

THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER

*Please refer to the back of this announcement for complete information on State Personnel's policy for accepting post-secondary and advanced degrees.

Except for pretest information provided by State Personnel to all applicants, you should not directly or indirectly obtain information about examinations. If you do, the State Personnel Director may do several things. One, you may not be given an examination. Two, you may be disqualified after an examination. Three, your name may be removed from a register. Or four, your name may not be certified from the register. (Rules of the State Personnel Board, Chapter 670-x-9). According to the Code of Alabama, 36-26-47, a willful violation of exam security is a misdemeanor. Any person who is convicted of this type of misdemeanor will not get a state job. If they are officers or employees of the state, they will be required to forfeit their office or position for five years.

If you know of anyone who has violated this policy, you should contact the Examination Manager at the State Personnel Department.

Applicants hired by the State of Alabama on or after January 1, 2012 will be subject to the E-Verify process pursuant to Act No. 2011-535.

State of Alabama Personnel Department Policy on Accepting College Coursework, Post-Secondary and Advanced Degrees

1. Specific college coursework required for a job, as well as Bachelor's, graduate, post graduate, and doctoral degrees will be accepted from the schools accredited by any of the six regional accreditation associations in the United States. These associations are listed below.

- Southern Association of Colleges and Schools (SACS)
- Middle States Association of Colleges and Schools (MSA)
- Northwest Commission on Colleges and Universities (NWCCU)
- North Central Association of Colleges and Schools – The Higher Learning Commission (NCA-HLC)
- New England Association of Schools and Colleges – Commission on Institutions of Higher Education (NEASC-CIHE)
- Western Association of Schools and Colleges – Accrediting Commission for Senior Colleges and Universities (WASC-ACSCU)

2. Coursework or degrees from schools that have not been accredited by a regional accreditation association will be accepted if a regionally accredited school considers the coursework or degree to be an acceptable prerequisite for admission to an advanced degree program. For example, if a regionally accredited school accepts an applicant's bachelor's degree for admittance into a graduate degree program, State Personnel will accept the degree. In the case of required college coursework (but no degree requirement), State Personnel will accept the college coursework if a regionally accredited school accepts the coursework towards a post-secondary degree (e.g., a bachelor's degree). **This must be documented by a letter of acceptance from the regionally accredited school.** State Personnel will review such requests on a case-by-case basis.

Note: This policy is subject to change. Certain state agencies may have additional requirements.