



**ASI** Providing Archaeological &  
Cultural Heritage Services

528 Bathurst Street Toronto, ONTARIO M5S 2P9  
T 416-966-1069 F 416-966-9723 asiheritage.ca

## **POSITION AVAILABLE: Material Culture Analyst in Historical Archaeology**

**Division:** Operations Division  
**Manager:** Alexis Dunlop, MSc  
Manager, Laboratory and Fieldwork Services, Operations Division  
**Location:** Toronto or Burlington  
**Employment Basis:** 6 month contract, business hours Monday to Friday  
**Compensation:** Pay commensurate with experience  
**Start Date:** May 2020

### **About us:**

ASI is a Canadian-owned company that was founded in 1980 in response to increasing public awareness of the importance of the province's heritage. With offices in Toronto and Burlington, we are the largest archaeological and cultural heritage consulting firm in Ontario. We perform archaeological excavations throughout Ontario; exploring everything from 19<sup>th</sup> century historical homesteads to Indigenous sites dating back 13,000 years. ASI is a family friendly and inclusive employer.

### **About you:**

ASI is seeking to employ a professional with a love of heritage who thrives as part of a team environment but can work well independently. Our ideal candidate will have a passion for historical material culture and will be thorough, meticulous, and dependable, with a positive attitude.

### **Position Requirements:**

ASI conducts Stage 3 assessments and Stage 4 mitigative excavations of historical sites in the province of Ontario. These range from domestic rural sites in an agricultural context to urban sites in a complicated man-made landscape. The division is seeking a material culture analyst to compile databases that will be used to complete final reports on Stages 3 and 4 historical site excavations.

### **Key Responsibilities:**

- Accurately identify individual artifact types and assign catalogue numbers
- Enter attribute data for each catalogue number in the computer programme used for ASI analysis
- Complete analysis for a site assemblage within firm deadlines
- Select artifacts that characterize the site and compile them to be photographed for the final licence report
- Repack artifacts and collection in keeping with ASI's high curational standards

## Qualifications

- Applicants must have a Bachelor of Arts (BA) or Science (BSc) degree in Archaeology/Anthropology
- Demonstrated proficiency with the identification and analysis of historical material culture
- Ability to be self-directed with strong organization skills, particularly time management
- Attention to detail and data input accuracy under deadline pressure
- Ability to work in a collaborative team environment
- Knowledge of historical archaeological method and theory
- Knowledge of the 2011 Ministry of Tourism and Culture's *Standards and Guidelines for Consultant Archaeologists*

## How to Apply:

Please send your resume to [employe@asiheritage.ca](mailto:employe@asiheritage.ca)

## Deadline for Application:

5pm on Friday April 3, 2020.

