



Biosis is looking to appoint an archaeologist to join our team in Newcastle.

Working closely with our multi-disciplinary team of professionals, you will become an integral member of the archaeology team in NSW, a key contributor to various projects throughout NSW and a driver for the development of our heritage capabilities in northern NSW.

You will provide Aboriginal archaeology advice and guidance to our clients, undertake Aboriginal heritage assessments, Aboriginal community consultation, manage and participate in projects, produce high level technical reports and proposals and maintain a profile in the professional community as an Archaeologist. The successful applicant will be responsible for developing the cultural heritage section of the Newcastle Office, reporting to and working closely with the Newcastle Resource Group Manager.

Biosis offers the security of an established firm with support services in WHS, HR and accounts, and a supportive and vibrant work culture. We will provide you with a competitive salary package consisting of base plus super. Our heritage team works collaboratively across the company and you will have the opportunity to be mentored by a range of industry experts within Biosis. As a Biosis employee, you will also be rewarded with many of our added employee benefits. Some of these benefits include:

- Professional development program, including allowance.
- Employee reward and recognition program.
- Flexible work arrangements.
- Mentoring and training program.
- Study assistance.
- Employee assistance program.
- Social activities.
- Internal job opportunities throughout Australia.

Biosis provides employees with opportunities to expand and grow their careers in a well supported, client-focused environment. You will be provided the opportunity to explore new environments and technical specialties. This position would suit an established consultant archaeologist who is looking to build upon their existing skill base and further develop their career. This is a 12 month contract position with the potential to become permanent.

Essential selection criteria

- Appropriate tertiary qualifications in archaeology.
- A minimum of three years Aboriginal heritage experience in either consulting or the public sector.
- Comprehensive interpersonal and relationship building skills, including experience in Aboriginal community consultation.
- Experience in project management and budget control.
- Comprehensive report writing and proposal writing skills.
- An understanding of Commonwealth and NSW legislation relevant to Aboriginal heritage assessment.



- Experience working independently and as a part of a team.
- Competency with computer programs and software such as MS Word, Excel, Outlook, and/or similar software packages.
- A current manual driver's license.

Desirable selection criteria

- Experience in the Newcastle/Hunter region, North Coast and north-western NSW regions.
- Understanding of historical heritage assessments, legislation and guidelines.
- Experience in tender preparation and client management.
- Skills in the development and maintenance of lasting client relationships.
- Experience in marketing, business development and client relationship management.

To apply, forward a copy of your CV and a covering letter, providing examples of how you meet the selection criteria, to: Rebecca Steer rsteer@biosis.com.au. For more information, contact Rebecca Steer on 0428 126 140.

Applications will close at 5pm on Friday 2 September 2016

Please note: Australian residents / work permits only.