

EDUCATION

2009 B.A., Archaeology/History, Simon Fraser University, Canada

SUMMARY QUALIFICATIONS

Ms. Duke is a qualified archaeologist and cross-trained paleontologist with three years of experience in survey, monitoring, excavation, and the identification of human and faunal skeletal remains. She is Cogstone's Lab and Data Manager. Her laboratory responsibilities include: identification and analysis of human skeletal remains; cleaning and identification of faunal bones for inclusion in faunal collections; measuring and cataloging prehistoric and historic artifacts; washing, sorting, and identifying seeds; as well as fossil preparation and stabilization. As Data Manager, she is responsible for the organization of field data, lab supervision and organization, and maintaining the iPads used for data collection in the field.

Metropole Vault Replacements, Southern California Edison, Avalon, Catalina Island, Los Angeles County, CA. Conducted archaeological monitoring during ground disturbing activities of a 30,000 s.f. APE for replacement of two underground electrical vaults. The site is located in proximity to the original Tongva tribal village on the island. Coordinated with the Most-Likely Descendant (MLD) and Native American monitor during the excavation of human remains. Responsible for the collections management of all artifacts and remains during excavation. Created spreadsheet databases to manage artifacts and features. Identified, cleaned, and recorded human remains per the MLD's instructions. Assisted with the repatriation of human remains prior to construction completion. Managed and organized field photos and feature data after construction was complete. Archaeological Monitor/Lab and Data Manager. 2014

Bodie Hills FY14-15 Cultural Resources Survey, Desert Restoration Project, Bureau of Land Management, Bishop Field Office, Mono County, CA. The project is a Class III Cultural Resources Inventory survey of 2,721 acres of BLM land identified for vegetation management. Conducted intensive pedestrian survey, organized and maintained data collected in the field, and prepared site records for final report. Archaeology Technician/Lab and Data Manager. 2014-2015

High Desert Corridor/ SR 138 Widening Project, FHWA/Caltrans District 7, Los Angeles and San Bernardino Counties, CA. The project consists of a field pedestrian survey for Extended Phase I (XPI) Testing and subsurface testing of four archaeological sites in the Area of Potential Effects (APE). Prepared two progress reports, cataloged all artifacts collected during testing, identified faunal remains, and prepared the entire collection for curation. Sub to Parsons Transportation Group. Lab and Data Manager. 2014-2015

Exposition Light Rail Phase 2 Project, Los Angeles County. Conducted archaeological and paleontological monitoring along a 6.6-mile segment of the historic electric railroad known as the Santa Monica Air Line that is being replaced with a new light rail line. Coordinated with construction work crews and inspectors, conducted awareness training, provided daily reporting, recovered artifacts related to the historic rail line and documented historic rail line features. Sub to URS/AECOM. Archaeology/Paleontology Monitor. 2012-2014

Arboleda Drive Freeway Project, Caltrans District 10, Merced County. Processed matrix samples and prepared vertebrate fossils recovered during monitoring of a 5-mile segment of State Route 99 south of Merced where 128 localities and 1,667 fossils were recovered in five months of excavation for detention basins. Paleontology Sub to URS. Lab Technician. 2012

Marina del Rey 18-Inch Waterline Replacement Phase IIIB Project, Los Angeles Department of Public Works, Marina del Rey, Los Angeles County, CA. Conducted archaeological monitoring during ground disturbing activities for two alignments along Fiji Way and Via Marina in Marina del Rey. Cataloged artifacts recovered during monitoring and managed field data and photos. Sub to RBF Consulting. Archaeology Monitor/Lab and Data Manager. 2015