

ENGINEER I - Supplemental Questionnaire

INSTRUCTIONS: The purpose of the Supplemental Questionnaire is to identify your job related qualifications. The Application and Supplemental Questionnaire must be **fully** completed. Work history listed in the Supplemental Questionnaire **must** also be provided in the Application. Your Application, Supplemental Questionnaire, College Transcripts, and other material will be reviewed and a score assigned based on information submitted.

Failure to submit a Supplemental Questionnaire or answer all questions will result in disqualification. A resumé will **not be accepted** as a substitute for full completion of the required Application and Supplemental Questionnaire. If more space is needed attach additional sheets, limit each response to ½ page. .

For positions requiring college education, a legible official or student transcript (copies accepted) issued by the institution must be submitted for verification or you will be disqualified. Computer downloads of student records, grade/advisor reports, degree plans, class schedules, etc. will not satisfy this requirement. For positions that do not require college education, providing transcripts may increase your score and ranking on the employment register. To receive credit for other courses, classes or seminars, a copy of certificate(s) should be submitted with each Application.

FAILURE TO ANSWER ALL QUESTIONS WILL RESULT IN DISQUALIFICATION.

1. Engineer I requires a minimum of a bachelor's degree from a recognized college or university in civil engineering or related field. Describe your educational background. List the name(s) of the school(s) attended, degree(s) awarded, major(s) and date(s) degree(s) conferred.

TRANSCRIPTS MUST BE SUBMITTED WITH APPLICATION FOR POSITIONS REQUIRING COLLEGE EDUCATION

2. Do you possess a State of Alabama Engineer Intern (EI) or Engineer-in-Training certification?

Yes _____ No _____

If so, indicate your license number and attach a copy of your certificate.

3. Do you possess a State of Alabama Professional Engineer (PE) License?

Yes _____ No _____

If so, indicate your license number and attach a copy of your license.

For the following questions, indicate the name(s) of your employer(s), your title(s), duties, responsibilities and the length of time duties were performed with *each* employer.

4. Discuss any engineering experience you have in the following areas, including specific duties and responsibilities:

A. Public works construction:

For the following questions, indicate the name(s) of your employer(s), your title(s), duties, responsibilities and the length of time duties were performed with *each* employer.

B. Water and/or sanitary sewer construction:

5. Provide examples of your training or work experience that demonstrate the ability to write boundary, easement and right-of-way descriptions.

6. Provide examples of your training or work experience that demonstrate your ability to collect accurate as-built field measurements and prepare payment statements and computations for construction contracts.

7. Provide examples of your training or work experience which demonstrate your ability to review plans, specifications and contract documents prepared by other public agencies and consulting engineers for adequacy and accuracy.

8. This position requires the ability to plan and supervise the work of subordinates. Discuss your supervisory experience, including the number of employees supervised and their positions.

Certification of Applicant: I hereby certify that I am the author of this questionnaire and that all information presented is true and based on my background, education and experience. I agree and understand that misstatements or omissions of material facts herein may forfeit my rights to employment under the jurisdiction of the Personnel Board for Mobile County.

_____ Date _____ Signature _____

