

APPLICATION SUPPLEMENT: Engineering Aide / Engineering Technician

Instructions: Your training and experience will be evaluated and scored to determine how well you qualify for this position. Please provide the additional information requested below in a clear and concise manner. Include in your answers the name and phone number of someone who can and will verify your experience or training (employer/supervisor/instructor). Answer the questions completely. Use additional pages as necessary. Please be specific in your answers.

1. I am applying for the following position.
 Engineering Aide
 Engineering Technician

2. List any post-secondary education that you have completed. List degrees, certifications earned, specific area(s) of study and educational institutions from which received. Attach copies of degree/certification/transcript.

3. Describe any experience you have with road design software. Include the name of the design software and describe how much you have used the application.

4. List any Mn/Dot certifications you have in material testing and/or inspection.

5. Describe any experience you have with surveying with GPS and/or total station. Include the amount of time you surveyed and what type of survey(s) you have done.

6. Describe any experience you have with running larger equipment, such as farm equipment and/or construction-type heavy equipment.

7. List any other training or experience which you believe relates to your qualifications and/or potential to perform the duties of Engineering Aide or Engineering Technician.

Please include the following information with this application. Failure to do so may delay or prevent the timely processing of the application, or may remove your application from further consideration.

1. Photocopy of your Driver's License.
2. Documentation of licenses/certifications, degrees, grade transcripts
3. Documentation of other information you deem beneficial to your application
4. Photocopy of your DD214 if you are requesting veterans preference points. If you are claiming a disability for preference points, you must provide documentation of the disability with this completed application. Supply a photocopy of the original award letter of the disability from the Veterans Administration, or call the VA at 1-800-827-1000 to request the documentation. Be prepared to supply your VA claim number and social security number.