√ CHECKLIST TO BECOME ENGINEER II

Effective Date: ______________

1. Name of Employee: __________________________________________________________________________

2. Department: __________________________
   Supervisor:_________________________________________

3. Sick Leave Usage: ______________________ Accrual:___________________________________________
   □ YES □ NO

EDUCATION:
   Bachelor's Degree in one Engineering discipline:
   □ Civil □ Mechanical □ Electrical □ Chemical
   □ Grade Point Average of C (2.0) from accredited college or university
   □ YES □ NO

EXPERIENCE:
   ____date to position
   (Need 1 year with City of Tulsa)
   □ Two (2) years related engineering experience OR □ Master's Degree
   □ Experience in at least two (2) of the following areas:
     □ Sewer □ Storm Water □ Water □ Transportation □ Special Projects
   □ YES □ NO

TRAINING:
   Completion of department/City of Tulsa training requirements □ Yes □ No
   □ YES □ NO

LICENSES AND CERTIFICATIONS:
   □ Member of department approved professional organization: ________________________________
   □ Engineer Intern Certificate
   □ YES □ NO

DEMONSTRATED SKILL PROFICIENCY:
   Received a rating of "Proficient" or above on final review □ Yes □ No Date:_______________________