



OSPE OUTSTANDING ENGINEER - IN - MANAGEMENT AWARD

• INSTRUCTIONS, EVALUATION AND ENTRY FORM •

An annual award to an engineer who has demonstrated ability in communicating meaningfully and consistently in matters of importance to professional and non-technical personnel, in formulating and defining purposes and objectives, in motivating others, in service to the engineering profession and the community, and specifically for the advancement of professionalism in engineering through management.

APPLICATION DATE: _____

CANDIDATE'S NAME: _____
Last First Middle

SPONSORING CHAPTER: _____

• INSTRUCTIONS

1. Entry Form should be typed, signed and dated by the candidate.
2. Additional data or information, coded by Section Number and Title which it supports, may be attached.
3. Attachments must be on single sided 8½ x 11 white paper suitable for reproduction.
4. Submit **one** copy.
5. Submit **one** (head-shot) photograph — for chapter and for state.
6. Society membership is not mandatory; however, such membership is weighed heavily in the final selection.
7. Application Form may be completed by Chapter Awards Chair or officer on behalf of the candidate.

• EVALUATION (*Committee Worksheet "D"*)

Chapter/State Awards Committees will use the following evaluation in rating candidates:

<u>SECTION NUMBER AND TITLE</u>	<u>MAX PTS.</u>	<u>SECTION NUMBER AND TITLE</u>	<u>MAX PTS.</u>
2.0 Education	5	6.1 Employee Selections & Development	15
3.0 Engineering Employment	10	6.2 Achievements & Accomplishments	15
4.0 Professional/Technical Society Activities	15	6.3 Motivation	15
5.0 Community/Civic Activities	15	6.4 Personal Initiative	<u>10</u>
6.0 Management Performance		TOTAL	100

FOR CHAPTER COMMITTEE USE ONLY:

Chapter: _____

Chapter Awards Chairman: _____

Chapter Evaluation (points): _____

Date submitted: _____

FOR STATE COMMITTEE USE ONLY:

State Awards Chairman: _____

State Evaluation (points): _____

Date Evaluated: _____

OSPE 2020 OUTSTANDING ENGINEER - IN - MANAGEMENT AWARD
• ENTRY FORM – Due to OSPE: **April 15, 2020** •

1.0 PERSONAL DATA

NAME: _____ BIRTH DATE: _____ / _____ / _____
Last First Middle Month Date Year

ADDRESS: _____
Street City, State, Zip

TELEPHONE: (____) _____ FAX: (____) _____ E-MAIL: _____

OKLA. REGISTRATION NUMBER: _____
PE or EI Number

OTHER STATES REGISTERED IN: _____

2.0 EDUCATION (5 Points Max.).

<u>College/University and Postgraduate</u>	<u>Degree</u>	<u>Date</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

3.0 ENGINEERING EMPLOYMENT (15 Points Max)

PRESENT EMPLOYER: _____

YEARS WITH EMPLOYER: _____ POSITION: _____

BRIEF HISTORY OF ENGINEERING EXPERIENCE (Note previous employers/positions):

4.0 PROFESSIONAL / TECHNICAL SOCIETY ACTIVITIES (15 Points Max.).

Indicate membership (past and present), offices held, and awards received, including dates; services to the engineering profession, including talks and/or seminars on technical or management matters; and activities related to technical societies.

PROFESSIONAL:

TECHNICAL:

5.0 COMMUNITY / CIVIC ACTIVITIES (15 Points Max.).

Identify community and organization, and services performed.

6.0 MANAGEMENT PERFORMANCE (65 Points Max.).

Describe candidate's performance, effectiveness and abilities in the following management areas.

.1 EMPLOYEE SELECTIONS AND DEVELOPMENT (15 Points).

(a) Importance and significance of decisions concerning selection and development of technical employees.

(b) Importance and significance of decisions concerning selection and development of technical support personnel.

(c) Importance and significance of decisions concerning selection and development of craft, clerical, and other types of personnel.

(d) Numbers of Employees under your supervision: _____ Supervising Engineers; _____ PE's;
_____ Graduate Engineers; _____ Technical Supervisors; _____ Technicians; _____ Clerical;
_____ Other; _____ Total; _____ % Minority and Female Technical Positions.

.2 ENGINEERING ACHIEVEMENTS AND ACCOMPLISHMENTS (25 Points — Self-written essays, suggested 500 words or less).

(a) Describing your greatest achievement(s) as an engineering manager; effectiveness as a communicator; descriptions of departments, etc.

(b) Describe your greatest challenge as an engineering manager.

.3 MOTIVATION (15 Points).

Ability to motivate others.

.4 PERSONAL INITIATIVE (10 Points).

7.0 PUBLICITY Attach a brief bio (100 words or less) that can be used for publicity purposes in chapter and state level publications.

CANDIDATE'S SIGNATURE: _____ **DATE:** _____