LEVEL IV MAJOR PROJECT WRITE-UP GUIDELINES
WATER AND SEWER LINES CONSTRUCTION INSPECTION

• The project write-up is a separate document from the work history.

• It is a concise, detailed, two to three page written description of one or more major projects specific to the subfield of certification, i.e. a Water And Sewer Lines Construction Inspection Project.

• The write-up must be prepared by the candidate. Official job descriptions, testimonials from others, company reports etc. are not acceptable.

• The project must have taken place well into your career in the certification area and must be recent (has taken place within the past 3 to 4 years).

• The write-up must demonstrate independent, senior-level engineering technician work, including supervisory capacity and delegated responsibilities and duties in the majority of the activities associated with the certification area.

The write-up must describe in detail the following:

THE PROJECT

• Type of pipeline project, i.e. water supply, sanitary sewer, storm sewer, etc.

• Type of piping materials, i.e. vitreous clay, concrete, metal, etc.

• Project location.

• Project owner, contractor and consulting firm

• Project cost, i.e. approximate dollar value

• Time period, i.e. project start and completion dates and dates of candidate’s involvement

• General scope of construction activities, i.e. pipeline length, pipe diameter, new construction, rehabilitation, trenching and excavation, backfill, roadway restoration, right of way and or easement restoration, traffic control, blasting, shoring, tunneling, evaluation and acceptance testing, etc.

THE CANDIDATE’S INVOLVEMENT

• Supervisory responsibilities, i.e. position and authority, daily duties and tasks, number and categories of people supervised and the various tasks they performed

• Type of service and range of experience as related to water and sewer lines construction inspection activities, project management, documentation, reporting, project closeout, etc.

NOTE: If a wide range of water and sewer lines construction inspection activities cannot be documented for a single project, they may be accumulated via several more narrowly focused projects.