

**City Engineers Association of MN (CEAM)  
Municipal Engineer of the Year Award  
Nomination Form**

(Please Type or Print – Use additional sheets as necessary)

Submit application electronically to the current CEAM Vice-President or any current member of CEAM Executive Committee:

Executive Committee List

**Deadline is November 15 of current year for consideration for award  
at the CEAM Annual Conference the following year**

Application Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Candidate

\_\_\_\_\_  
Title

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Fax Number

Current CEAM Member

Officially appointed as City Engineer (enclose resolution of appointment)

**APPLICATION GUIDELINES**

I. EDUCATIONAL AND COLLEGIATE ACHIEVEMENTS		% Points	
		Year	Achievable
Year graduated from High School			1%
Year graduated with B.S. in			2%
Year graduated with M.S. in			3%
Year graduated with Dr. in			4%
Year P.E. License obtained			5%
<b>Total</b>			<b>15%</b>

II. ENGINEERING ACHIEVEMENTS		% Points	
			Achievable
1. Include on a separate sheet – work experience summary that includes the name of the employer, the dates worked, and a brief description of the responsibilities of the position held.			20%
2. List on a separate sheet – any papers, publications or patents produced by the candidate. Include the title, authors, date, and where published.			10%
3. List on a separate sheet – any awards received. Include name of the award, year received, and organization giving the award.			5%
<b>Total</b>			<b>35%</b>

III. TECHNICAL/PROFESSIONAL SOCIETY ACTIVITIES		% Points	
			Achievable
1. List on a separate sheet – membership in technical/professional societies. Include names and dates of organization committee assignments and the			

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[https://www.ceam.org/index.asp?Type=B\\_BASIC&SEC={3D9F2C93-C8CF-474C-8D53-9C03C5883936}](https://www.ceam.org/index.asp?Type=B_BASIC&SEC={3D9F2C93-C8CF-474C-8D53-9C03C5883936})

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offices held.	
2. Include any letters of recommendation from past or present employers, organization officers, chairpersons or committee leaders.	
<b>Total</b>	<b>20%</b>

<b>IV. CONTINUING COMPETENCE EFFORTS</b>	<b>% Points</b>
	<b>Achievable</b>
1. On a separate sheet – describe briefly continuing educational efforts to update knowledge and technical competence.	<b>15%</b>
<b>Total</b>	

<b>V. CIVIC AND HUMANITARIAN ACTIVITIES</b>	<b>% Points</b>
	<b>Achievable</b>
1. List on a separate sheet – membership in non-technical societies or organizations and community activities. Include dates of membership and positions held.	<b>15%</b>
<b>Total</b>	

**SUMMARY OF POINTS**

CANDIDATE: \_\_\_\_\_

	Percentage Points	
	Achievable	Achieved
<b>EDUCATIONAL AND COLLEGIATE ACHIEVEMENTS</b>	15%	_____ %
<b>ENGINEERING ACHIEVEMENTS</b>	35%	_____ %
<b>TECHNICAL/PROFESSIONAL SOCIETY ACTIVITIES</b>	20%	_____ %
<b>CONTINUING COMPETENCE EFFORTS</b>	15%	_____ %
<b>CIVIC AND HUMANITARIAN ACTIVITIES</b>	15%	_____ %
<b>TOTAL</b>	<b>100%</b>	_____ %