

## Draftsperson VI Skills Survey

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_

This information becomes part of your application. Your skills, expertise, and education will be rated based on your answers. Please fill out this form as completely as possible. Under columns three through six, check the category that best shows the depth of your experience. *Do not check more than one column per line.*

**Years of relevant experience:**

Full time work \_\_\_\_\_  
 Part time work \_\_\_\_\_

**Check Degrees (Attach Transcripts):**

HS/GED \_\_\_\_\_  
 Certificate \_\_\_\_\_ Area \_\_\_\_\_  
 Associate \_\_\_\_\_ Major \_\_\_\_\_  
 Bachelor \_\_\_\_\_ Major \_\_\_\_\_

|                                  | Model/<br>Version<br>Used | Years of<br>Experience | Training<br>only (1) | Preformed<br>with help<br>(2) | Performed<br>unaided<br>(3) | Instructed<br>others (4) |
|----------------------------------|---------------------------|------------------------|----------------------|-------------------------------|-----------------------------|--------------------------|
| <b>Drafting Equipment:</b>       |                           |                        |                      |                               |                             |                          |
| Conventional Board               |                           |                        |                      |                               |                             |                          |
| Plotter                          |                           |                        |                      |                               |                             |                          |
| Blueprint Machine                |                           |                        |                      |                               |                             |                          |
| Other:                           |                           |                        |                      |                               |                             |                          |
| <b>Computer Hardware:</b>        |                           |                        |                      |                               |                             |                          |
| PC                               |                           |                        |                      |                               |                             |                          |
| Macintosh                        |                           |                        |                      |                               |                             |                          |
| Other:                           |                           |                        |                      |                               |                             |                          |
| <b>Operating Systems:</b>        |                           |                        |                      |                               |                             |                          |
| Windows                          |                           |                        |                      |                               |                             |                          |
| Apple                            |                           |                        |                      |                               |                             |                          |
| Other:                           |                           |                        |                      |                               |                             |                          |
| <b>Word Processing Software:</b> |                           |                        |                      |                               |                             |                          |
| Microsoft Word                   |                           |                        |                      |                               |                             |                          |
| Other:                           |                           |                        |                      |                               |                             |                          |

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|------------------------------|---------------------------|------------------------|----------------------|-------------------------------|-----------------------------|--------------------------|
| <b>Spreadsheet Software:</b> |                           |                        |                      |                               |                             |                          |
| Microsoft Excel              |                           |                        |                      |                               |                             |                          |
| Other:                       |                           |                        |                      |                               |                             |                          |
| <b>Database Software:</b>    |                           |                        |                      |                               |                             |                          |
| Microsoft Access             |                           |                        |                      |                               |                             |                          |
| Other:                       |                           |                        |                      |                               |                             |                          |
| <b>CAD Software:</b>         |                           |                        |                      |                               |                             |                          |
| Auto CAD                     |                           |                        |                      |                               |                             |                          |
| Other:                       |                           |                        |                      |                               |                             |                          |
| <b>EMS Software:</b>         |                           |                        |                      |                               |                             |                          |
| Metasys                      |                           |                        |                      |                               |                             |                          |
| Other:                       |                           |                        |                      |                               |                             |                          |
| <b>Blueprint Reading:</b>    |                           |                        |                      |                               |                             |                          |
| Architectural                |                           |                        |                      |                               |                             |                          |
| Electrical                   |                           |                        |                      |                               |                             |                          |
| Plumbing                     |                           |                        |                      |                               |                             |                          |
| HVAC                         |                           |                        |                      |                               |                             |                          |
| Energy Management            |                           |                        |                      |                               |                             |                          |

I have answered the above information to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_