

Assessment of Project Management Experience	PMCDP for CEG Competency 1.12.2
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Applicant Name:	
Applicant Supervisor:	
Date (mm/dd/yyyy):	

Directions:
Step 1: Use this template to show project management experience for CEG competency 1.12.2. Rate your experience (0 – 5) in the following project management related activities using the scale below.
Step 2: Sign the completed form and have your supervisor review and sign it.
Step 3: Once approved by your supervisor, submit the form as part of your Level I certification package.
Note: Project management experience is distinguished from FPD experience and applies to general project management activities and experience. Positions that do not count towards experience in project management include: program manager, property manager, health, safety and security (HSS) positions, and financial positions.
Rating Identification:
 0 – None, I do possess proficiency in this area.
 1 – I am capable of handling the simplest assignments involving this competency, but need significant assistance beyond the easiest solutions.
 2 – I am capable of handling some assignments involving this competency, but need assistance beyond routine solutions.
 3 – I am capable of handling many day-to-day assignments involving this competency, but may seek assistance in difficult or new situations.
 4 – I am capable of handling most day-to-day assignments involving this competency, though may seek expert assistance with particularly difficult or unique situations.
 5 – I am capable of handling all assignments involving this competency and may serve as a role model and/or coach to others.

Assessment Category	Rating
1. I conduct design reviews.	<input type="checkbox"/>
2. I conduct project reviews.	<input type="checkbox"/>
3. I develop engineering drawings.	<input type="checkbox"/>
4. I approve engineering drawings.	<input type="checkbox"/>
5. I maintain engineering drawings.	<input type="checkbox"/>
6. I perform field construction inspections.	<input type="checkbox"/>
7. I serve as a contracting officer’s representative on my project.	<input type="checkbox"/>
8. I perform contract administrative functions.	<input type="checkbox"/>
9. I evaluate contractor construction deliverables.	<input type="checkbox"/>
10. I participate in the federal budget formulation process.	<input type="checkbox"/>
11. I participate in the federal budget execution process.	<input type="checkbox"/>
12. I develop project data sheets.	<input type="checkbox"/>
13. I define project scope.	<input type="checkbox"/>
14. I manage project scope.	<input type="checkbox"/>
15. I define the project Work Breakdown Structure (WBS).	<input type="checkbox"/>
16. I write specifications.	<input type="checkbox"/>
17. I approve specifications.	<input type="checkbox"/>

Assessment Category		Rating
18.	I write decision memoranda and project reports.	<input type="checkbox"/>
19.	I approve decision memoranda and project reports.	<input type="checkbox"/>
20.	I develop the project acquisition strategy.	<input type="checkbox"/>
21.	I develop the acquisition plan.	<input type="checkbox"/>
22.	I write the Project Execution Plan (PEP).	<input type="checkbox"/>
23.	I gain PEP approval.	<input type="checkbox"/>
24.	I participate in the Energy Systems Acquisition Advisory Board (ESAAB) process.	<input type="checkbox"/>
25.	I participate in the National Environmental Policy Act (NEPA) and other environmental regulatory processes.	<input type="checkbox"/>
26.	I write NEPA documents.	<input type="checkbox"/>
27.	I participate in quarterly project reviews.	<input type="checkbox"/>
28.	I participate in peer reviews.	<input type="checkbox"/>
29.	I participate in trade-off analyses.	<input type="checkbox"/>
30.	I participate in value engineering studies.	<input type="checkbox"/>
31.	I develop project schedules.	<input type="checkbox"/>
32.	I manage project schedules.	<input type="checkbox"/>
33.	I develop cost estimates.	<input type="checkbox"/>
34.	I manage cost estimates.	<input type="checkbox"/>
35.	I develop project risk management plans.	<input type="checkbox"/>
36.	I manage project risk management plans.	<input type="checkbox"/>
37.	I use an earned value management system (EVMS).	<input type="checkbox"/>
38.	I perform earned value analyses and respond to earned value metrics.	<input type="checkbox"/>
Applicant Response Sum		<input type="text"/>

Form Completion Authorization

By signing below, you agree that the data submitted in this form is accurate to the best of your knowledge and that the content of this form accurately reflects the background of the signed applicant.

Applicant Signature

Applicant Signature Date

Applicant's Supervisor Signature

Supervisor Signature Date