

## Application Form

### *ACEI Registered Professional Consulting Engineer*

**Full name of applicant:**

**Date of birth:**

**Telephone:**

**Email:**

I wish to apply to become an ACEI Registered Professional Consulting Engineer (RConsEI) of the Association of Consulting Engineers of Ireland.

I have read the Rules and Articles of the Association and am of the belief that I comply with the requirements for registration as follows:

1. I hold a third level professional engineering qualification
2. I am eligible for inclusion, or am already included, in the Engineers Ireland Chartered Engineer (CEng) register
3. I am employed in an ACEI Member Company and I exercise a management role as a consulting engineer
4. I have four or more years of ACEI approved professional engineering experience
5. I have been practicing as a professional engineer for a period of not less than four years immediately prior to my application for ACEI RConsEI
6. I have completed an ACEI approved business related course.

If admitted, I undertake to abide by the Articles and Rules of the Association as they now exist or as they may hereafter be amended or extended as long as I remain an ACEI Registered Professional Consulting Engineer.

Signature: \_\_\_\_\_  
(e-signature can be provided)

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

Full Names of Proposer and Seconder who must be ACEI Fellow Professional Consulting Engineers (FConsEI). However, if the proposer or seconder is from another firm, an email from them to [info@acei.ie](mailto:info@acei.ie) in support of your application is required

Proposer: \_\_\_\_\_

Company Name: \_\_\_\_\_

Seconder: \_\_\_\_\_

Company Name: \_\_\_\_\_

Please provide the following particulars:

- (a) **Qualifications of applicant i.e. Degrees and Chartered Membership(s) of Professional Institution(s) / other bodies.** State in full specific category of membership, abbreviations will not suffice. State year of qualification and provide copies of certificates.

**Chartered Registration number:**

**Name of Institution:**

- (b) **Registered name of Firm in which you currently practice:**

**Name of Firm**

**Address**

**Telephone**

**Fax:**

**Website**

**E-mail**

- (c) **Date of commencement of professional engineering practice in this firm.**

- (d) **Are you a Director or Employee or Agent of any firm other than the firm referred to at (b) above?** If so, please provide full particulars of the business undertaken by that firm. Details of your position in the firm should also be provided or attached.

**(e) Principal branches of engineering in which you practice.**

☐

Civil

☐

Mechanical / Electrical

☐

Structural

☐

Other (please state)

**(f) Curriculum Vitae**

Provide with the completed application form a CV that includes the following information:

**1. Outline details under the headings below, of all business, economic, project management or other related courses undertaken since graduation. Relevant CPD hours can also be included.**

Date;

Institution;

Course title;

Length of course;

Assessment requirements;

Qualification obtained.

**2. Summary employment history since graduation including the following:**

Dates employed (from/to):

Name of firm:

Management role(s) undertaken in each firm:

Note in this section it is required to clearly demonstrate when / where / how you exercise(d) a management role as a consulting engineer in the firm, separate to project management details which are required in the next section. Examples of relevant management work could be provided in one or more of the following headings, or others as appropriate: Participation in management of the company; leading a board committee / area; leading a section of the business; leading a service line or specialist service within the firm; leadership roles in one or more of: tender development; fee tracking and management; staff training; graduate development and support; process management; BIM; technology management

**3. Record of professional consulting engineering work for which you were responsible over the last four years.**

Note that is not necessary to include every project worked on and that the range of work and spread of clients is more important than the size of the project. A suitable selection under the following headings, in a table or other appropriate format, should include a number of different clients and an indication of the range of the applicant's work.

Date(s) and Client:

Name and Description of project and applicant's input:

Level of applicant's responsibility in the project:

Value of project or relevant aspect of the project:

Any other relevant information:

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**Application Procedure:** Please send the following, contained **in one pdf document** to: [info@acei.ie](mailto:info@acei.ie)

1. Completed RConsEI application form above

2. Copies of relevant certificates / transcripts for degrees / courses completed as required in section (a)

3. Curriculum Vitae containing the required information in section (f)

Phone 01 – 6425588 or email [info@acei.ie](mailto:info@acei.ie) with any queries or requests for further information.

Thank you for your interest in registering as an ACEI RConsEI.

