

# Chem-E Car Application



Full Name \_\_\_\_\_

Date \_\_\_\_\_

Email \_\_\_\_\_

Classification \_\_\_\_\_

Position(s) Applying (order of desired position, leave blank if general)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Officer Positions

- Director
- Project Manager
- Designer
- Research and Development
- Safety Officer

What is your GPA? \_\_\_\_\_

What are your strengths in a technical and a team environment?

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This project WILL require a large amount of time and effort, what course(s) of action will you take to ensure all the deadlines are met with acceptable quality?

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What leadership experience do you have?

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What courses have you completed that are applicable to this project? What technical skills do you have that could benefit the project/team?

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\*Please attach a copy of your updated resume with this application\*



# Chem-E Car Application

## Position Descriptions

\*\*Each team member will be responsible for giving a summary of what went well with their position and what went wrong so we can improve in the future.

### ChemE Car Director

- Organizes meetings, delegates, and is essentially the team leader
- Oversees all aspects of building the car
- Holds team members accountable
- Has the final say on all decisions
- Member of the executive board of officers
- Expedites/forces progression
- Ensures all team members have what they need to move forward and succeed
- Ensure proper documentation
- Bottom line: this person is responsible for making sure the car gets DONE.

### Project Manager

- Determines the scope of the work
- Defines project phases
- Gathers materials necessary (Talks with Benson)
- Maintains the schedule and ensures that all deadlines are met
- Ensures proper documentation

### Designer

\*Designing the vehicle itself is a team effort, but this person takes the lead on this aspect of the project.

- Draws up final design of the vehicle
- Teams up with R&D to troubleshoot
- Increases efficiency of the car
- Teams up with R&D to test and record data

### Research and Development

- Researches chemistry being used
- Responsible for knowing and understanding the science behind the car
- Essentially the expert on our Chem-E car
- Teams up with designer to troubleshoot
- Teams up with designer to test and record data
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### Safety Manager

- Ensures that design is safe and follows all safety regulations set by AIChE
- Documents chemistry used
- Teams up with Project Manager to make sure paperwork is turned in on time
- Keeps an overall log of the process

