



SOURCE
EVALUATION
SOCIETY

For SES Use:

Application No. _____

Date App Recd: _____

Date App Sent to Cmt: _____

Qualified Source Testing Observer Application Form

Once you have passed the test methods group exam of your choice, please complete this QSTO application package and send by mail to:

The Source Evaluation Society
P. O. Box 12124
Research Triangle Park, North Carolina 27709-2124

or by email to: **gail_westlin@yahoo.com**.

The information in this application will be treated as confidential by the SES Qualified Source Testing Individual and Qualified Source Testing Observer (QSTI/QSTO) review board. Please, type or print information except where signature is required. Provide as complete as information as you can for each section to ensure that the QSTI/QSTO review board has information sufficient to consider your certification. Include additional pages where necessary. Be sure to have the application notarized before mailing.

It is not necessary for you to send a separate application for each qualification test you elect to take but instead provide one complete application and separate project experience records relevant to each of the methods groups for which you are applying. The SES QSTI/QSTO review board will consider each application on its merits and consistent with the criteria established for approving and issuing documentation recognizing SES QSTOs.

The SES QSTI/QSTO review board also requests that you submit with your application or separately, at least three letters of recommendation. The review board has made a available a standardized form for applicants and their recommending reference sources to use as an option to formal letters of recommendation (<http://www.sesnews.org/QSTIReferenceForm.pdf>). The form provides means for the reference person to assess particular areas of the applicant's abilities and knowledge both by indicating performance levels and with written comment. Candidates submitting QSTO applications may have their references use this form, other similar form, or written letters of recommendation, as preferred.

General Information

Last name: _____ First name: _____ Middle initial: _____

Photo ID Identification Number _____

Type of ID: _____

If Driver's License, what State? _____

Title: _____

Organization Name: _____

Business Address:

Street Address: _____

or P. O. Box: _____

City: State: Zip: _____

Phone: _____ E-Mail Address: _____

Fax Number: _____

Home Address (or other optional address):

Street Address: _____

or P. O. Box: _____

City: State: Zip: _____

Phone: _____ E-Mail Address: _____

This is my application for Test Method Group(s) G1 G2 G3 G4 which I have taken and passed.

Educational Background (*optional, but may be considered in addition to source test and test observation experience*):

High School: _____

City: _____ State: _____ Year of Graduation: _____

College or University: _____

City: _____ State: _____ Year of Graduation: _____

Type of Degree: [] Associate Degree [] Bachelors [] Masters [] Ph.D.

Field in Which Degree Was Issued: _____

If you attended college or university but did not complete a degree, list areas of curricula studied: _____

If you have more than one institution or completed one or more additional degrees, please list institution, degree, field of degree, year of graduation, city, state, country on a separate sheet.

List any relevant Professional Development Courses taken (course name, provider, location, date, contact info): _____

List any relevant field or laboratory safety training completed (course name, provider, location, date, contact info):

List Any professional designations (Professional Engineer, Qualified Environmental Professional, etc.) currently held: _____

Experience in Source Emissions Test Observation (*required*):

1. Employer: _____ Number of Years: _____
Type of experience (test planning, field testing, test observing, test report reviewing, auditing): _____
2. Employer: _____ Number of Years: _____
Type of experience (test planning, field testing, test observing, test report reviewing, auditing): _____
3. Employer: _____ Number of Years: _____
Type of experience (test planning, field testing, test observing, test report reviewing, auditing): _____
4. Employer: _____ Number of Years: _____
Type of experience (test planning, field testing, test observing, test report reviewing, auditing): _____

Total years of experience in source air emissions testing or test observation: _____ (at least one year's applicable experience is required for SES Source Testing Observer Qualification).

Experience should include (*check all that applies*):

- Conduct pre-test meeting with source owner or operator, testing organization); approximate number conducted in last two years: _____
- Review and approve pre-test plans, approximate number conducted in last two years: _____
- Observe and audit field sample collection operations, approximate number conducted in last two years: _____
- Review and approve test reports (audit calculations, data validation, and results interpretation); approximate number conducted in last two years: _____
- Observe and audit sample recovery, handling, and custody operations, approximate number conducted in last two years: _____
- Conduct test observer training for staff; approximate number conducted in last two years: _____
- Conduct field testing; approximate number conducted in last two years: _____

Demonstrated Skills

On one or more separate attachments (see Project Description Outline below), provide a clear and concise description of your involvement (e.g., responsibilities, pre-test through post-test activities, supervision level) in one or more projects representative of your of experience relative to the areas checked above. Please, provide descriptions of at least two separate projects.

The SES Examination Board expects all SES QSTO applicants to have demonstrated:

- Oral and written communication skills;
- Knowledge of basic technical and engineering principles;
- Knowledge of appropriate application and limitations of source emissions test methods;
- Understanding of various source types, pollutants, characteristic sampling conditions, and testing and process coordination challenges;
- Familiarity with sample analyses techniques and special considerations for different testing conditions (e.g., safety, representative sampling);
- Awareness of the conditions dictating test method modifications; and
- Problem solving and critical thinking skills.

In completing the paperwork for the application, please make every effort to show your command of as many of these skills as possible (see the SES website, www.sesnews.org, for guidance in preparing these project descriptions).

I hereby certify that the information contained in this application and on supporting documents attached to this application is correct to the best of my knowledge. I agree to indemnify and hold harmless the Source Evaluation Society, the SES QSTI/QSTO Review Board, the SES Board of Directors, and all others affiliated with the SES and its programs.

Applicant's Signature: _____

Date: _____

Notary Public:

STATE OF _____,

COUNTY OF _____, _____:

I, _____, a Notary Public of the

County of _____, hereby certify that _____

_____ personally came before me this day and under oath that the above form was executed by him.

Witness my hand and official seal, this _____ day of _____, 20____.

Signature of Notary

My commission expires _____, 20____.

Project Description Outline

Project scope and purpose (e.g., compliance demonstration, permit applicability determination)

Date of project: _____

Type of facility: _____

Project Supervisor: _____

Provide a clear and concise description of your responsibilities and involvement in the project in the areas of (do not submit copies of your reports or summaries of observations:

- Knowledge of source operations, pollutant(s) and test method(s)
- Pre-test planning
- Pre-test and on-site QA/QC auditing
- Test and process operations coordination
- Sampling, sample recovery, and analyses observation
- Test report review and approval
- Test outcome and other post-test activities