



Tune-Up Specialist Information Form



For OSE Use Only

This form is to be filled out completely and submitted along with applications that require verification by a Tune-Up Specialist. Such applications submitted without this form will be considered incomplete and subject to denial.

A. Tune-Up Specialist Contact Information
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First name: _____ Last Name: _____

Company/Organization/LLC: _____

Email: _____ Phone: _____

Mailing Address:

B. Building Energy Experience

Please fill out the table below with work and education history that demonstrates you meet the required qualifications to be a Tune-Up Specialist. For more information on the requirements, visit seattle.gov/buildingtuneups.

Dates	Employer or School	Description of Job or Degree

I have seven (7) years' combined educational and professional experience with commercial building operations and/or building energy management.

(over)

Questions? We Can Help!

Call the Seattle Building Tune-Ups Help Desk at (206) 727-8863 (TUNE) or email buildingtuneups@seattle.gov

C. Credentials

I have the following credentials (check all that apply):

- Level II Building Operator Certification, certified by Northwest Energy Efficiency Council
- Certified Energy Manager Certification, certified by Association of Energy Engineers
- Existing Building Commissioning Professional, certified by Association of Energy Engineers
- Professional Engineer in mechanical or architectural engineering licensed by the Washington State Department of Licensing
- Commissioning Authority, certified by AABC Commissioning Group
- Certified Commissioning Professional, certified by the Building Commissioning Certification Board
- Bachelor's degree in Sustainable Building Science Technology from South Seattle College

License or Certification # _____

Date of Certification or Renewal _____

