



# 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

First name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Company/Organization/LLC: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## 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](http://seattle.gov/buildingtuneups).

<i>(Employer/school)</i>	<i>(How this position is relevant experience)</i>	<i>(Start date)</i>	<i>(End date)</i>

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

**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 \_\_\_\_\_

Please provide a description of services specific to the Building Tune-Ups program:

