

# Building Operator Certification (BOC®) INSTRUCTOR APPLICATION

**BOC Classes** (Check the classes for which you wish to be considered as an instructor.) For detailed class descriptions and outlines, go to the BOC website, <http://www.theboc.info/h-course-descriptions.html>

<b>LEVEL I CLASSES</b>	
	BOC 1001 – ENERGY EFFICIENT OPERATION OF BUILDING HVAC SYSTEMS
	BOC 1002 – MEASURING & BENCHMARKING ENERGY PERFORMANCE
	BOC 1003 – EFFICIENT LIGHTING FUNDAMENTALS
	BOC 1004 – HVAC CONTROLS FUNDAMENTALS
	BOC 1005 – INDOOR ENVIRONMENTAL QUALITY
	BOC 1006 – COMMON OPPORTUNITIES FOR LOW-COST OPERATIONAL IMPROVEMENT
	BOC 1007 – FACILITY ELECTRICAL SYSTEMS
	BOC 1008 – O&M PRACTICES FOR SUSTAINABLE BUILDINGS
	BOC 1010 – ENERGY EFFICIENT VENTILATION STRATEGIES & HIGH PERFORMANCE HEATING & COOLING EQUIPMENT
	BOC 1011 – ENERGY EFFICIENT VENITLATION STRATEGIES & ENERGY SAVINGS THROUGH ENERGY RECOVERY
	BOC 1012 – HIGH PERFORMANCE HEATING AND COOLING EQUIPMENT AND ENERGY SAVINGS THROUGH ENERGY RECOVERY
	BOC 1013 – SMART BUILDINGS FUNDAMENTALS

<b>LEVEL II CLASSES</b>	
	BOC 2001 – SCOPING YOUR BUILDING FOR OPERATIONAL IMPROVEMENTS
	BOC 2002 – OPTIMIZING HVAC CONTROLS FOR ENERGY EFFICIENCY
	BOC 2003 – INTRODUCTION TO BUILDING COMMISSIONING
	BOC 2004 – WATER EFFICIENCY FOR BUILDING OPERATORS
	BOC 2005 – PROJECT PEER EXCHANGE DAY
	BOC 2010 – PREVENTIVE MAINTENANCE AND TROUBLESHOOTING PRINCIPLES
	BOC 2011 – MOTORS IN FACILITIES
	BOC 2012 – ADVANCED ELECTRICAL SYSTEMS DIAGNOSTICS
	BOC 2013 – MASTERING ELECTRIC CONTROLS CIRCUITS
	BOC 2014 – ENHANCED AUTOMATION AND DEMAND REDUCTION

**Personal Information**

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

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

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

Address above is:      Work                  Home

Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

*Preferred number for contact:*

Cell:                  Work:                  Home:

E-mail Address: \_\_\_\_\_

**For Use on Syllabus**

*Please include the phone number and email address you would like us to include for you on the course syllabus:*

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

E-mail Address: \_\_\_\_\_

**Experience**

**Instruction:**

Dates of Employment: \_\_\_\_\_

Employer: \_\_\_\_\_

Job Title: \_\_\_\_\_

Job Duties: \_\_\_\_\_

Titles of Classes or Seminars Taught: \_\_\_\_\_

Employer Contact and Phone Number: \_\_\_\_\_

\_\_\_ Enclosed is an outline or syllabus for the classes referenced above (*required*).

\_\_\_ Enclosed is a summary of student evaluations for the classes referenced above (*optional*).

**Industry:**

Dates of employment: \_\_\_\_\_

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Job Duties: \_\_\_\_\_

Company Contact and Phone Number: \_\_\_\_\_

\_\_\_ Enclosed is my resume (*required*).

**Professional References** (*please list a minimum of two*)

**Instruction:**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

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

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

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

**Industry:**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

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

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

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

**Professional Affiliations**

Association Name: \_\_\_\_\_

Member Status: \_\_\_\_\_ Date of Membership: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Association Name: \_\_\_\_\_

Member Status: \_\_\_\_\_ Date of Membership: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

**Education**

School, College or University: \_\_\_\_\_

Dates Attended: \_\_\_\_\_ Degree(s) \_\_\_\_\_

School, College or University: \_\_\_\_\_

Dates Attended: \_\_\_\_\_ Degree(s) \_\_\_\_\_

**Licenses or Certifications**

Licensing or Certifying Organization: \_\_\_\_\_

License(s) or Certificate(s): \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Licensing or Certifying Organization: \_\_\_\_\_

License(s) or Certificate(s): \_\_\_\_\_ Exp. Date: \_\_\_\_\_

**Signature**

I wish to be considered by NEEC as an instructor in the Building Operator Certification program.

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

**Attachments (required):**

- Class/seminar outline or syllabus
- Applicant's resume

**Attachments (optional):**

- Student evaluations of recent class/seminar
- Class/seminar handout materials