

# Jane Doe

## LEED Facilities Engineer



jane.doe@email.com

123-456-7890

New York, NY

jane.doe@email.com

linkedin.com/in/janedoe

jane.doe@email.com

### ◆ Summary

Dedicated and results-driven LEED Facilities Engineer with 8+ years of experience in designing, developing, and implementing sustainable facility solutions, ensuring compliance with LEED standards and delivering energy-efficient projects that exceed client expectations.

### ◆ Experience

**LEED Facilities Engineer** Jan 2018 - Present  
**Sustainable Buildings Inc.** New York, NY

Lead facility engineer responsible for ensuring LEED certification and maintaining high-performance buildings.

- Spearheaded the design and implementation of a \$1.2 million energy-efficient lighting retrofit project, resulting in 25% energy savings and a 15% reduction in greenhouse gas emissions.
- Collaborated with cross-functional teams to develop and implement a comprehensive sustainability plan, achieving a 30% reduction in water consumption and a 20% decrease in waste management costs.
- Conducted regular facility audits to identify areas for improvement, implementing corrective actions that resulted in a 10% increase in overall facility efficiency.

**Facilities Engineer** Jun 2015 - Dec 2017  
**Green Buildings LLC** Chicago, IL

Facilities engineer responsible for maintaining and optimizing building systems, ensuring compliance with LEED standards and promoting sustainable practices.

- Designed and implemented a \$500,000 HVAC upgrade project, resulting in a 12% reduction in energy consumption and a 5% decrease in maintenance costs.
- Developed and implemented a preventative maintenance program, reducing equipment downtime by 18% and increasing overall system reliability by 22%.
- Coordinated with contractors and vendors to ensure timely and within-budget project delivery, resulting in a 95% client satisfaction rate.

### ◆ Education

**Bachelor of Science** Aug 2010 - May 2014  
**University of Michigan** Ann Arbor, MI  
**Mechanical Engineering** 3.5/4.0

### ◆ Skills

LEED Certification  
Energy Auditing  
Building Management  
Systems (BMS)  
HVAC Systems  
Sustainable Design  
Project Management  
Team Collaboration  
Communication  
Problem-Solving

### ◆ Languages

English Native  
Spanish Intermediate

### ◆ Certificates

**LEED AP BD+C** 2016  
**USGBC**  
LEED Accredited Professional  
with a specialization in Building  
Design and Construction.

**Certified Energy  
Manager (CEM)**  
2019  
**AEE**  
Certified Energy Manager with  
expertise in energy management  
and sustainability.

### ◆ Awards

## Master of Science

University of California, Berkeley  
Sustainable Engineering

Jun 2014 - Aug 2015

Berkeley, CA  
3.8/4.0

## USGBC Leadership Award

2019

USGBC

Recognized for outstanding contributions to the field of sustainable design and LEED certification.

## AEE Energy Manager of the Year

2020

AEE

Awarded for exceptional leadership and achievement in energy management and sustainability.

## ◆ Hobbies

Sustainable Gardening  
Volunteering for  
Environmental Causes