



**Disability Services
Safety and Claims Management**
Department of Executive Services
Human Resources Division
500 4th Avenue, Room 500
Seattle, WA 98104
(206) 477-3350
(206) 296-0514 FAX

Employee :

Claim # :

JOB ANALYSIS

| | | | |
|-------------------|------------------------------------|--|--------------------------|
| Job Title: | Utility Worker II | | |
| Department: | Executive Services | Division: | Facilities |
| DOT Title: | Maintenance Repairer, Building | DOT #: | 899.381-010 |
| SVP: | 7 | Requestor: | Teresa Fager |
| Worksite Address: | 516 Third Ave Seattle, WA 98104 | Office Contact Name/ Phone/ Email: | Teia Tuifua 206-296-0535 |
| Original Analyst: | Kyle Pletz, VRC, CDMS | | Analysis Date: 9/11/18 |
| Update Analyst: | | | Update Date: |

☒ On-Site ☐ Interview ☐ Representative

JOB DUTIES:

The Utility Worker team is responsible for a wide variety of maintenance and equipment operation duties not associated with journey-level work in any skilled trade.

ESSENTIAL FUNCTIONS ACCORDING TO THE EMPLOYER:

All King County jobs require ability/essential function to:

- Demonstrate predictable, reliable, and timely attendance.
 - Follow written and verbal directions to complete assigned tasks on schedule.
 - Read, write, and communicate in English & understand basic math.
 - Learn from directions, observations, and mistakes and apply procedures using good judgment.
 - Work independently or as part of a team and interact appropriately with others.
-
1. Assist in performing minor maintenance and repairs to facilities, grounds and structures, including periodic preventive maintenance and inspection, and repairs resulting from
 3. vandalism and emergencies.
 4. Operate power tools including chain saws and pressure washers.
 5. Assist journey-level trade workers who perform carpentry, plumbing and electrical work.
 6. Maintain daily logs and complete work requests on assignments.
 7. Assist in construction, and/or remodel of simple County structures.
 8. Load and drive various types of trucks including dump and box trucks.
 9. Lift, carry, move office furniture and equipment using moving equipment as well as manually.
 10. Other duties as assigned.

EXPERIENCE, QUALIFICATIONS, KNOWLEDGE, SKILLS:

One year of demonstrated work experience performing physical tasks in a capacity related to this position.

Knowledge of the basic use and care of tools and equipment.

Ability to get along and work effectively with others.

Basic knowledge of building craft and mechanical trades.

Knowledge of safety procedures.



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Skill in using road maps.

Ability to take direct orders, work assignment and communicate effective with the supervisor.

NECESSARY SPECIAL QUALIFICATIONS:

Candidates must possess a valid Washington State Driver's License and the ability to travel throughout King County in a timely manner. Driving is a regular job function of this position – a five year Washington State Complete Driver's Abstract will be required.

Final appointment is contingent upon acceptable driving history and successfully passing the fingerprint based criminal history check and a pre-employment physical examination.

Machines, Tools, Special Equipment, Personal Protective Equipment Used:

Cordless drills, hammer, sledge hammer, wrenches, mallet, ladders, high lift, man lift, pressure washer, hand tools, power tools, various carts, ladders, vacuum, hand truck, extension pole for window washing, litter getter, catch basin hook and pole, backpack blower, level, measure tapes, laser level, forklift, backhoe, 3 yard dump truck, riding lawnmower, line trimmer, push mower, jackhammer, various trailers, box truck, gas blower, chainsaw.

Eye protection, ear protection, safety vest, hard hat, protective footwear, breathing protection, gloves, chainsaw chaps and helmet with face shield/ear muffs.

PHYSICAL REQUIREMENTS

| Frequency Scale | Strength | Work Pattern |
|---|--|--|
| N = Never | <input type="checkbox"/> Sedentary | <input checked="" type="checkbox"/> Full-time |
| S = Seldom (1-10 %, up to 48 min) | <input type="checkbox"/> Light | <input type="checkbox"/> Part-time |
| O = Occasional (11-33%, 49 min. – 2 hr 40 min) | <input checked="" type="checkbox"/> Medium | <input type="checkbox"/> Seasonal |
| F = Frequent (34-66%, 2 hr 41 min – 5 hr 20 min) | <input type="checkbox"/> Heavy | 5 Hours Per Day |
| C = Constant (67-100%, more than 5 hr 20 min) | <input type="checkbox"/> Very Heavy | 8 Days Per Week |
| Work Pattern (continued) | | FLSA Exempt <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

This job is classified as MEDIUM job by the US Department of Labor. .

This position is non-exempt from the Fair Labor Standards Act and is overtime eligible. The standard workweek is 40 hours. This position is represented by the Service Employees International Union, Local 925.

| Job Demand | Frequency and Weight (lbs.) | | | | | Activity Description |
|---------------------------------|-----------------------------|---|---|------|---|---|
| | N | S | O | F | C | |
| Lifting floor – waist | | | | 1-50 | | Up to 5 min./time, 4 hrs. total while manipulating 6-10' fiberglass ladders (40 lbs.), tables, chairs, trash, moving boxes (40 lbs.), partitions (40-60 lbs.)(two person lift), computers (15 lbs.), monitors (10 lbs.), ceiling tiles, ice melt (40-50 lbs.), concrete bags (40-50 lbs.), catch basin lids (50 lbs.). Performs moving duties. |



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| Job Demand | Frequency and Weight (lbs.) | | | | | Activity Description |
|--|-----------------------------|------|-----|------|---|---|
| | N | S | O | F | C | |
| Lifting waist–shoulder | | | | 1-50 | | Up to 5 min./time, 4 hrs. total while manipulating 6-10' fiberglass ladders (40 lbs.), tables, chairs, trash, moving boxes (40 lbs.), partitions (40-60 lbs.)(two person lift), computers (15 lbs.), monitors (10 lbs.), ceiling tiles, ice melt (40-50 lbs.), concrete bags (40-50 lbs.), catch basin lids (50 lbs.). Performs moving duties. |
| Lifting above shoulder | | 3-50 | 1-2 | | | Up to 2 min./time, 30 min. total while manipulating cordless drills (2 lbs.), manipulating cables, using hand tools 1-5 lbs., hanging televisions and computers, installing overhead bins (50lbs.) (two person lift) and installing white boards, vacuuming vents, changing light bulbs, etc. Up to 5 min/time, 2.5 hrs. total while washing windows with squeegee and window scrubber (2 lbs.). |
| Carry (Distance/Surface) | | | | 1-50 | | Up to 200' for up to 4 hour total with moving boxes (40 lbs.), lightbulbs, ceiling tiles, hand tools, furniture, partitions (40-50 lbs.). Performs moving duties. |
| Pushing/Pulling (Distance/Surface) | | | | 1-50 | | Up to 5 min./time, 4 hr. total while manipulating cables, using hand tools, hanging televisions, installing overhead bins and installing white boards, manipulating various carts, moving furniture, using furniture dolly, panel cart and hand truck. |

| Physical Demands | Frequency | | | | | Activity Description |
|-------------------------|-----------|---|---|---|---|---|
| | N | S | O | F | C | |
| Sitting | | | X | | | Up to 1 hr./time, 2.5 hrs. total while utilizing a computer and driving. |
| Standing | | | X | | | Up to 15 min./time, 1 hr. total on concrete, carpet, rubber mats and sloped surfaces while pressure washing, utilizing a lift, and changing light bulbs. |
| Walking | | | | X | | Up to 30 min./time, 5 hrs. total on concrete, carpet, rubber mats, dirt, grass and sloped surfaces while traversing within various County locations, using a push mower and cleaning. Performing moving duties. |
| Perform Work on Ladders | | | X | | | At heights of up to 24', up to 10 min./time, 2.5 hr. total while utilizing various ladders while installing trimming trees, changing light bulbs, washing windows, dusting etc. |
| Climbing | | X | | | | Up to 1 min./time, 30 min. total while utilizing 6-24' ladders and climbing stairs. |
| Balancing | | | | X | | Up to 10 min./time, 2.5 hr. total while utilizing various ladders while changing light bulbs, dusting, washing windows etc. |



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|--------------------------|-----------|---|----|----|---|--|
| | N | S | O | F | C | |
| Stooping / Bending | | | X* | | | Up to 5 min./time, 2 hrs. total while assisting Plumbers, Electricians and Carpenters; installing partitions, assist with drywall and performing moving duties. *Can alternate with squat/kneel as needed. |
| Twisting at Neck | | | | X* | | Up to 5 min./time, 4 hrs. total while assisting Plumbers, Electricians and Carpenters; installing partitions, assist with dry-walling, driving and performing moving duties. *Can alternate with squat/kneel as needed. |
| Twisting at Waist | | | X | | | Up to 5 min./time, 2 hrs. total while assisting Plumbers, Electricians and Carpenters; installing partitions, assist with drywall and performing moving duties. |
| Squatting / Kneeling | | | X* | | | Up to 5 min./time, 2 hrs. total while assisting Plumbers, Electricians and Carpenters; installing partitions, assist with drywall and performing moving duties. *On most occasions the employee can alternate kneeling with bending/stooping or squatting in accordance with preference. |
| Crawling | | X | | | | On carpet, tile and linoleum surfaces for distances of up to 5' for up to 1 min./time, 30 min. total while installing partitions, assembling/disassembling furniture |
| Reach waist to shoulder | | | | | X | Up to 45 min./time, 6 hrs. total while driving, washing windows, manipulating multiple carts, utilizing hand truck, assisting Trades Persons, using hand tools, installing furniture, moving etc. |
| Reach above shoulder | | | X | | | Up to 2-3 min./time, 2.5 hr. total while dusting high areas, washing windows, placing/removing items on upper shelves, installing overhead bins etc. |
| Reach below waist | | | | X | | Up to 45 min./time, 4 hrs. total while washing windows, manipulating multiple carts, utilizing hand tools, utilizing hand truck, assisting Trades Persons, installing furniture, moving etc. |
| Keyboarding | | X | | | | Up to 10 min./time, 10 min. total while using a computer to enter time card information. |
| Wrist Flexion/Extension | | | | | X | Up to 1 hr./time, 6 hrs. total while moving/installing furniture, using hand tools, trimming trees, etc. |
| Handle/Grasp | | | | | X | Up to 1 hr./time, 6 hrs. total while moving/installing furniture, using hand tools, trimming trees, etc. |
| Forceful Grasp | | | | | X | Up to 1 hr./time, 6 hrs. total while moving/installing furniture, using hand tools, trimming trees, etc. |
| Fine Finger Manipulation | | | X | | | Up to 15 min./ time, 1 hr. total with threading bolts/screws, using hand tools, hanging pictures, assembling furniture, installing TV's and white boards, replacing light bulbs, computer duties and changing batteries. |
| Hand Controls | | | | X | | Up to 1 hr./time, 4 hrs. total while operating scissor lift, driving, computer mouse, using hand tools (screw gun, saw, etc.) and pressure washer. |



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|---------------------------------------|---|---|---|---|---|--|
| | N | S | O | F | C | |
| Foot Controls | | | X | | | Up to 1 hr./time for up to 2.5 hrs. total while driving. |
| Repetitive Motion | X | | | | | Body Part: Hands/arms Cycles/hr: |
| Vibratory Tasks – High | | | X | | | Approximately 1x/mo. The employee may use a jackhammer up to 15 min./time, 2 hrs. total. |
| Vibratory Tasks – Low | | | X | | | 1 hr./time, 4 hrs. total with a cordless drill, blower, saw and pressure washer. Carts/hand trucks may vibrate when rolling over rough surfaces. Drives a diesel box truck. Low level vibration. |
| Talking | | | X | | | Conversing with customers, coworkers throughout the day, via radio, telephone or in person. |
| Hearing | | | | | X | Continuously hears for moving equipment, vehicles, equipment failures, safety alarms, etc. |
| Visual – Near Acuity | | | | X | | Installing and disassembling furniture. |
| Visual – Far Acuity | | | | X | | Driving. Identifying safety hazards. Works around the general public. |
| Visual – Depth Perception | | | | X | | Driving. Identifying safety hazards. Works around the general public. |
| Visual – Color Discrimination | X | | | | | |
| Visual – Accommodation | | | | X | | Driving. Identifying safety hazards. Works around the general public. |
| Visual – Field of Vision | | | X | | | Driving. Identifying safety hazards. Works around the general public. |
| Exposure to Weather | | | | X | | Trimming trees, mowing grass, snow removal, pressure washing, etc. |
| Extreme Cold | | X | | | | Snow removal. |
| Extreme Hot | | | X | | | Lawnmowers, pressure washers, gas blower, chainsaw |
| Wet and / or Humidity | | | X | | | Pressure washing. |
| Proximity to Moving Mechanical Parts | | | | X | | Lawnmowers, chainsaw, vehicles, backhoe, forklift, high lift etc. |
| Exposure to Explosives | X | | | | | |
| Atmospheric Conditions | | | | X | | Dust, solvent fumes; exhaust from pressure washer, lawnmower, blower, vehicles etc. |
| Exposed Heights | | | | X | | Ladder, loading dock and high lift. |
| Exposure to Electricity | | X | | | | Assisting Electricians. |
| Exposure to Toxic / Caustic Chemicals | X | | | | | |
| Exposure to Radiation | X | | | | | |
| Noise Intensity | <input checked="" type="checkbox"/> Very Quiet <input type="checkbox"/> Quiet <input type="checkbox"/> Moderate <input type="checkbox"/> Loud <input checked="" type="checkbox"/> Very Loud | | | | | Noise intensity greatly varies. The employee can be in a quiet environment and can also be around loud machinery such as a backhoes, construction equipment, jackhammer, mowers, blowers, chainsaws, pressure washers etc. |
| Other: | | | | | | |



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Analyst's Comments:

Possible Employer Modifications:

Update Comments (*if applicable*):

Note: The information for this job analysis was gathered by either on-site observation, interview and / or is representative of the labor market as indicated on page one. Additional data may have been obtained from standardized industry resources such as the DOT, GOE, COJ, OOH, WOIS and O-NET. On occasion, practicality and feasibility prevent the direct observation and/or gathering of objective, quantifiable data. For this reason, a "best estimate" may have been used.

Analyst:

Vocational Consultant

9/19/18

Date

Update (*if applicable*):

Vocational Consultant

Date

Employer Verification:

Name

9/19/18

Date

Employee Verification: (optional)

Name

Date



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MEDICAL PROVIDER:

- ☐ I agree that the employee can perform the physical activities described in this job analysis and can return to work. Date employee is released to return to work if different from today's date: _____
- ☐ I agree the employee can perform the described job but only with modifications (describe in comments section). Modifications are needed on a ☐ permanent basis or ☐ temporary basis.
- ☐ The employee **temporarily** cannot perform this job based on the following physical limitations:

Anticipated release date: _____

Treatment plan: _____

- ☐ The employee is **permanently** restricted from performing the physical activities described in this job analysis based on the following physical limitations (state objective medical findings):

Comments:

Signature

Date

Print Name

- ☐ Attending Physician ☐ Consulting Physician ☐ Pain Program Physician
- ☐ IME Physican ☐ PCE Therapist ☐ OT / PT Therapist ☐ PEP Physician