

EMPLOYEE:

CLAIM #



Job Analysis Form

ALTERNATE FORMAT AVAILABLE

JOB TITLE Heavy Duty Mechanic **JOB CLASSIFICATION** Heavy Duty Mechanic

DICTIONARY OF OCCUPATIONAL TITLES (DOT) NUMBER 620.281-050

DOT TITLE Mechanic, Industrial Truck (any industry)

DEPARTMENT Transportation

DIVISION Fleet

OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE

CONTACT'S NAME & TITLE Bob Toppen, Manager

CONTACT'S PHONE 206-296-8159

ADDRESS OF WORKSITE

155 Monroe Avenue Northeast, Bldg G
Renton, WA 98056

VRC NAME Kyle Pletz

DATE COMPLETED 7/26/05

VRC NAME Jeff Casem

DATE REVISED 5/11/09

WORK HOURS

6:00am to 2:30pm or 2:15 pm to 10:45pm Monday through Friday, 40 hours per week.

OVERTIME (Note: Overtime requirements may change at the employer's discretion)

Required on a rare occasion, in accordance with business demand. Normally there are only a few hours of overtime per month, but during inclement weather (snow and ice removal) overtime can increase.

JOB DESCRIPTION

Performs maintenance service for a wide variety of machinery, automotive and heavy equipment. Lubes various vehicles and equipment and performs preventative maintenance. Performs overhaul and repair work on various County automobiles, heavy trucks, tractors, trailers, backhoes, loaders, and other automotive and construction related equipment

ESSENTIAL ABILITIES FOR ALL KING COUNTY JOB CLASSIFICATIONS

1. Ability to demonstrate predictable, reliable, and timely attendance.
2. Ability to follow written and verbal directions and to complete assigned tasks on schedule.
3. Ability to read, write & communicate in English and understand basic math.
4. Ability to learn from directions, observations, and mistakes, and apply procedures using good judgment.
5. Ability to work independently or part of a team; ability to interact appropriately with others.

6. Ability to work with supervision, receiving instructions/feedback, coaching/counseling and/or action/discipline.

JOB SPECIFIC REQUIREMENTS

Demonstrate high level of knowledge to diagnose and repair both simple and complex mechanical devices/systems. Maintain current knowledge of mechanics and mechanical test equipment. Capable of troubleshooting mechanical and engine system problems and direct repairs. Must possess a valid CDL, Class A with airbrake endorsement.

ESSENTIAL FUNCTIONS

1. Performs mechanical, electrical and hydraulic overhaul and repair work on automobiles, light and heavy trucks, tractors, mowers, trailers, backhoes, loaders, buses, electric busses and other automotive, construction, road repair, maintenance, wastewater related equipment and other mechanical-related equipment.
2. Performs scheduled preventative maintenance.
3. Troubleshoots and diagnoses major and minor mechanical, hydraulic and electrical problems in all types of equipment.
4. Fabricates, installs, adjusts, replaces or rebuilds systems, components and related parts.
5. Mounts various types of new and used systems or equipment on new/used vehicles or equipment.
6. Documents maintenance, repairs and problems on work orders. May prepare reports and maintain records.
7. Provides technical assistance, direction and advice to other workers, and give guidance on complex mechanical repair projects.
8. Installs and fabricates a variety of metal fixtures.
9. Installs, overhauls, rebuilds and performs preventative maintenance on large industrial engines and systems.
10. Troubleshoots and evaluates equipment repair needs; plans strategies, parts, tools, and equipment needs.
11. Opens and closes work orders using a computer terminal.
12. Trains apprentices to perform technical tasks.
13. Plans and coordinates repairs with other areas such as lube shop.
14. Performs oil servicing, sampling, greasing.
15. Repairs machine drums and rotors.
16. Installs, repairs, maintains and designs automotive plumbing systems.
17. Performs preventive and emergency maintenance on various County vehicles and equipment.
18. Performs safety inspections on various County Vehicles and equipment.
19. Drives various vehicles to transport large parts and pieces of machinery as well as to test drive.
20. Maintains maintenance records.
21. Changes oil, filters, brakes, and fluids on various County vehicles and equipment.
22. Steam and pressure washes various County vehicles and equipment.
23. Test-drives various County vehicles and equipment.

NON-ESSENTIAL FUNCTIONS

Obtaining an ASE certification.

PERSONAL PROTECTIVE EQUIPMENT USED

Eye protection, ear protection, fall protection, foot protection, breathing protection, hand protection, face protection, head protection safety vest and welder helmet.

OTHER TOOLS & EQUIPMENT USED

Hand and power tools, such as wrenches, ratchets, screw drivers, saws, cutters, clamps, drills, impact wrench, compressed air tools, pliers, vice-grips, floor jack, torch, steam cleaner, pry bars, laptop computer, parts washer, cut-off saw, stools, creepers, various county trucks and vehicles, steel toed boots, forklift, dusk mask, column lift, utility cart, batteries, respirator and hammers as well as a computer.

PHYSICAL DEMANDS AS JOB IS TYPICALLY PERFORMED

Continuously = occurs 66-100% of the time

Frequently = occurs 33-66% of the time

Occasionally = occurs 1-33% of the time

Rarely = may occur less than 1% of the time

Never = does not ever occur (such demands are not listed)

Highly Repetitive = Repeating the same motion every few seconds with little or no variation for more than two hours total per day.

This job is classified as

Medium—exerting 20 to 50 pounds of force occasionally, and/or 10-25 pounds of force frequently, and/or up to 10 pounds of force constantly.

Standing

Health Care Provider initials if restricted _____

Occasionally to continuously on landfill/garbage, cement, asphalt, uneven ground, equipment and gravel surfaces for 10 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while repairing and maintaining County vehicles and equipment. Standing varies according to duties performed.

Walking

Health Care Provider initials if restricted _____

Frequently on landfill/garbage, cement, asphalt, uneven ground, equipment and gravel surfaces for distances of up to 150 yards for up to 10 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while traversing between buildings and equipment.

Sitting

Health Care Provider initials if restricted _____

Frequently on a stool or automobile seat for up to 45 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs while driving county vehicles, operating County equipment and performing bench work.

Climbing stairs

Health Care Provider initials if restricted _____

Rare for up to 45 seconds at a time while climbing 24 steps for up to 4 minutes total in a work shift. Most commonly occurs while walking to and from the parts storage area.

Climbing

Health Care Provider initials if restricted_____

Rare on heavy equipment, tractors, ladder and trucks to heights of up to 6 feet for up to 10 seconds at a time for up to 5 minutes total in a work shift. Most commonly occurs while entering and exiting large vehicles and machinery.

Balancing

Health Care Provider initials if restricted_____

Continuously on uneven ground, heavy machinery/equipment, uneven ground and trucks at heights of up to 6 feet for up to 30 minutes at a time for up to 7 hours total in a work shift. Most commonly occurs while repairing broken down machinery.

Bending neck up

Health Care Provider initials if restricted_____

Frequently to Continuously & Highly Repetitive for up to 15 minutes at a time for up to 6 hours total in a work shift. Most commonly occurs while working on vehicles/machinery that is on a lift as well as when working on large equipment/machinery.

Bending neck down

Health Care Provider initials if restricted_____

Frequently to Continuously & Highly Repetitive for up to 15 minutes at a time for up to 6 hours total in a work shift. Most commonly occurs while performing bench work, performing engine work and when working on lower areas of vehicles such as brakes, wheels and suspension.

Bending/Stooping

Health Care Provider initials if restricted_____

Continuously on cement, asphalt, equipment, uneven and gravel surfaces for up to 20 minutes at a time for up to 6 hours total in a work shift. Most commonly occurs while leaning over the engine compartment of heavy machinery and vehicles when performing maintenance and repairs.

Kneeling

Health Care Provider initials if restricted_____

Frequently on cement, asphalt, equipment, uneven and gravel surfaces for up to 5 minutes at a time for up to 3.5 hours total in a work shift. Most commonly occurs while replacing brakes and working on lower areas of vehicles and heavy machinery. The worker may be able to alternate kneeling with crouching or bending/stooping.

Squatting

Health Care Provider initials if restricted_____

Frequently on cement, asphalt, equipment, uneven and gravel surfaces for up to 5 minutes at a time for up to 3.5 hours total in a work shift. Most commonly occurs while replacing brakes and working on lower areas of vehicles and heavy machinery. The worker may be able to alternate crouching with kneeling bending/stooping.

Crawling

Health Care Provider initials if restricted_____

Rare on cement, asphalt, equipment, uneven and gravel surfaces for up to 10 seconds at a time for up to 4 minutes total in a work shift. Most commonly occurs while inspecting the underside of heavy machinery or vehicles. Crawling may be reduced by utilizing a creeper.

Operating Controls with Feet

Health Care Provider initials if restricted _____

Frequently for up to 45 minutes at a time for up to 3 hours total in a work shift while driving various vehicles and heavy equipment. Vehicles and equipment may have a manual transmission, which requires repeatedly pressing a clutch pedal with the left foot.

Reaching above shoulder height

Health Care Provider initials if restricted _____

Frequently for up to 4 minutes at a time for up to 4 hours total in a work shift while working on the underside of a vehicle or piece of machinery. Vehicles may be elevated with a lift/hoist.

Reaching at waist to shoulder height

Health Care Provider initials if restricted _____

Continuously & highly repetitive for up to 2.5 hours at a time for up to 6.5 hours total in a work shift while driving and performing maintenance and repairs on heavy machinery and vehicles.

Reaching at knee to waist height

Health Care Provider initials if restricted _____

Continuously on cement, asphalt, equipment, uneven and gravel surfaces for up to 20 minutes at a time for up to 6 hours total in a work shift. Most commonly occurs while leaning over the engine compartment of heavy machinery and vehicles when performing maintenance and repairs.

Reaching at floor to knee height

Health Care Provider initials if restricted _____

Frequently on cement, asphalt, equipment, uneven and gravel surfaces for up to 5 minutes at a time for up to 3.5 hours total in a work shift. Most commonly occurs while replacing brakes and working on lower areas of vehicles and heavy machinery.

Lifting 1-10 pounds

Health Care Provider initials if restricted _____

Frequently for up to 2 minutes at a time for up to 4.5 hours total in a work shift. Most commonly occurs with weights of 2-5 pounds while utilizing hand tools and manipulating various machine parts.

Carrying 1-10 pounds

Health Care Provider initials if restricted _____

Frequently for distances of up to 150 yards for up to 5 minutes at a time for up to 2.5 hours total in a work shift. Most commonly occurs with weights of 2-5 pounds while transporting various hand tools and machinery parts between the tool bench and the machinery.

Lifting 11-20 pounds

Health Care Provider initials if restricted _____

Frequently for up to 2 minutes at a time for up to 4.5 hours total in a work shift. Most commonly occurs with weights of 12-15 pounds while utilizing air tools and manipulating various machine parts.

Carrying 11-20 pounds

Health Care Provider initials if restricted _____

Frequently for distances of up to 150 yards for up to 5 minutes at a time for up to 2.5 hours total in a work shift. Most commonly occurs with weights of 12-15 pounds while transporting various hand tools and machinery parts between the tool bench and the machinery.

Lifting 21-50 pounds

Health Care Provider initials if restricted _____

Occasionally for up to 10 seconds at a time for up to 1.25 hours total in a work shift. Most commonly occurs with weights of 35-50 pounds while manipulating various machine parts such as brake assemblies and drums.

Carrying 21-50 pounds

Health Care Provider initials if restricted _____

Occasionally for distances of up to 15 feet for up to 30 seconds at a time for up to 15 minutes total in a work shift. Most commonly occurs with weights of 35-50 pounds while moving various machine parts such as brake assemblies and drums.

Lifting 51-100 pounds

Health Care Provider initials if restricted _____

Rare for up to 5 seconds at a time for up to 2 minutes total in a work shift. Most commonly occurs with weights of 75 pounds while manipulating, removing or installing a clutch assembly or a flywheel.

Pushing and Pulling

Health Care Provider initials if restricted _____

Frequently for distances of up to 100 feet for up to 1 minute at a time with a force of up to 100 pounds for up to 3 hours total in a work shift while using a pry bar, utility cart, floor jack, wrenches, ratchets, torque and wrenches as well as when manipulating wires, hoses and machine parts.

Handling

Health Care Provider initials if restricted _____

Frequently for up to 45 minutes at a time for up to 4.5 hours total in a work shift while using hand tools such as wrenches, ratchets, screw drivers, clamps, drills, pliers, vice-grips, and hammers as well as when driving.

Operating Controls with Hands

Health Care Provider initials if restricted _____

Frequently for up to 45 minutes at a time for up to 1.5 hours total in a work shift while driving various vehicles and heavy equipment, using a computer mouse and using various diagnostic equipment. Vehicles and equipment may have a manual transmission, which requires shifting gears. Some equipment, such as a backhoe, may have hand controls as well.

Fingering

Health Care Provider initials if restricted _____

Frequently & highly repetitive for up to 10 minutes at a time for up to 3 hours total in a work shift while writing, typing, working on small automotive parts, turning screws and bolts with fingers, adjusting clamps and hoses, and stripping and manipulating wires.

Feeling

Health Care Provider initials if restricted _____

Occasionally for 5 minutes at a time for up to 2 hours total in a work shift while sensing heat from engine, or feeling for screws, nuts, and bolts on vehicles.

Talking

Health Care Provider initials if restricted _____

Occasionally for 15 minutes at a time for up to 2 hours total in a work shift while conversing about duties, and giving and receiving directions and instructions. The employee also talks when dealing with vendors and using the tech line for warrantee work.

Hearing

Health Care Provider initials if restricted _____

Occasionally for 15 minutes at a time for up to 2 hours total in a work shift while conversing about duties, listening for mechanical failures of vehicles, and giving and receiving directions and instructions. The employee also hears when dealing with vendors and using the tech line for warrantee work.

Seeing

Health Care Provider initials if restricted _____

Continuously for up to 2 hours at a time for up to 7 hours total in a work shift while inspecting automotive parts, trailers and large equipment as well as driving various vehicles and machinery. The employee also utilizes vision when traversing uneven ground, identifying moving machinery and stepping over obstacles such as hoses and engine parts as well as identifying colors of wires and fluids.

Working with Heightened Awareness

Health Care Provider initials if restricted _____

Occasionally to Frequently for up to 5 minutes at a time for 2.5 hours total in a work shift while identifying potential safety hazards such as moving machinery, overhead hazards and trip hazards as well as when diagnosing equipment/vehicle failures and using plasma cutting torch or welder in an area where there may be flammable or combustible materials such as gasoline in close proximity.

ENVIRONMENTAL FACTORS

Mechanics primarily work on concrete floors but also work on slight inclines and uneven surfaces inside and out of doors in foul weather conditions. Mechanics are occasionally exposed to vehicle exhaust, cleaning chemicals, oils, gasoline, diesel fuel, and hydraulic fluid. The noise level is moderately loud to loud.

The noise level is

HCP Initials if Restricted

Approximately 90 decibels. The noise is caused by trucks/equipment, air tools.

Work environment may include the following exposure(s):

HCP Initials if Restricted

Outside weather: Frequently

Non-weather related temperatures below 55 degrees: Rare

Non-weather related temperatures above 75 degrees: Frequently

Wet: Frequently

Humidity/dampness: Occasionally

Fumes: Occasionally

Odors: Occasionally

Dusts: Continuously

Mists: Occasionally

Gases: Rare

Moving mechanical parts: Continuously

Vibration: Frequently

Working in high, exposed places: Frequently

Toxic or caustic chemicals: Occasionally

Confined spaces: Rare

Other: Bio hazards (Animal Control, Sheriff's Office and Wastewater vehicles)

KING COUNTY JOB ANALYSIS COMPLETED ON: 7/26/05
JOB TITLE: Heavy Duty Mechanic
EMPLOYEE:
VRC: Kyle Pletz

DOT #: 620.281-050
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POTENTIAL MODIFICATIONS TO JOB

The worker can utilize a utility cart to reduce carrying, use a breathing apparatus to reduce dust inhalation, and use hearing protection to reduce loud noises.

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SIGNATURES

Signatures on this page are obtained before the document becomes available for use and are not required each time the document is reused. Obtained signatures are kept on file at King County Safety & Claims. The Health Care Provider signature section is separate and appears on the following page.

Kyle Pletz, VRC, Vocational Consultant
Printed name & title of VRC evaluator

Signature of VRC evaluator

Date

Printed name & title of contact

Signature of contact

Date

Printed name & title of employee

Signature of employee

Date

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HEALTH CARE PROVIDER SECTION

Check all that apply

- ☐ The employee is released to perform the described duties without restrictions on performance or work hours as of _____.
- ☐ The employee is released to perform the described duties on a reduced schedule as of _____. The recommended schedule is: _____
☐ Temporary until _____ ☐ Permanent as of _____
- ☐ The employee is released to perform the described job with the following modifications: _____

_____ ☐ Temporary until _____ ☐ Permanent as of _____
- ☐ The employee is not released to perform the described duties due to the following job functions: _____

_____ ☐ Temporary until _____ ☐ Permanent effective _____
- ☐ The employee is unable to work in any capacity.
A release to work is: ☐ anticipated by _____ ☐ Not expected

The limitations are due to the following objective medical findings:

Printed or typed name and phone number of Health Care Provider

Signature of Health Care Provider

Date