

Employee:

Claim #



## **KING COUNTY ON SITE JOB ANALYSIS**

**JOB TITLE:** Carpenter Lead

**JOB CLASSIFICATION:** Carpenter II

**DOT TITLE:** Carpenter

**DOT NUMBER:** 861.381-022

**DEPARTMENT:** Transportation

**DIVISION:** Roads Services

**# OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE:** 3

**JOB STATUS:** FT, Career Service.

**ADDRESS OF WORKSITE:**

155 Monroe Avenue  
Renton, WA 98056

**CONTACT'S NAME:** Ross Pettit

**CONTACT'S PHONE:** 206-296-8185

**CONTACT'S JOB TITLE:** Supervisor II

**DATE COMPLETED:** 8/6/03

**VRC NAME** Jeff Casem

**DATE REVISED** 7/14/09

**WORK HOURS:**

6:00am to 4:30pm, ten hours per day 4 days per week during the summer months or 7:00am to 3:30pm; 8 hours per day, 5 days per week during fall spring and winter.

**OVERTIME:** Rare, 50-100 hours per year based upon road and bridge closures as well as emergency situations.

**JOB DESCRIPTION:**

Plans and supervises the work of carpenters and helpers in the construction, repair and maintenance of equipment, buildings and other structures.

**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:**

Completion of a verifiable apprenticeship program or equivalent and at least two years of full time paid experience as a journey-level carpenter. Thorough knowledge of the methods, practices, materials and tools of the carpentry trade. Knowledge of basic mathematical formulas, construction terminology, occupational hazards and safety precautions of the trade. Knowledge of qualities, grades, uses and adaptability of various wood and wood products and related materials used in all types of carpentry. Knowledge of the basic principles of supervision and organization. Ability to prepare estimates. Ability to clearly communicate orally and in writing. Demonstrated skill in the use, operation and care of tools, machinery and equipment used in the carpentry and locksmith trades. Skill in planning, laying out, training and directing the work of carpenters and other skilled and semi-skilled workers. Washington State Journey Carpentry Certificate, valid WDL or the ability to travel throughout King County in a timely manner.

### **ESSENTIAL FUNCTIONS Listed in order of importance:**

1. Supervise carpenters and other skilled and semi-skilled workers in constructing, repairing, altering or maintaining equipment, buildings and other structures.
2. Participate in the selection of new employees, monitor work quality and quantity and recommend disciplinary action when necessary.
3. Prepare cost estimates for labor and materials on proposed jobs.
4. Schedule and coordinate dates for arrival of personnel, supplies and equipment.
5. Order equipment, materials and tools, and approve purchasing.
6. Maintain payroll records.
7. Dispatch crews daily for multiple projects.
8. Fill in for Carpenter I when short handed.
9. Perform work on job sites in the field up to 20% of the time.

### **NON-ESSENTIAL FUNCTIONS:**

Various Committees.

### **TOOLS, MACHINES, EQUIPMENT, PRODUCTS, AND SERVICES USED:**

Hand tools including hammer, screwdriver, etc, power tools including table saw, miter saw, sanders, band saw, reciprocating saw, rotor hammer, nail gun, pole gun, drills, drill press, key machine, stilts, Ivy lift, Hi lift, fall protection, cement mixer, laser level, county van or pickup truck (both manual and automatic transmission), phone, haz-mat suit, hard hat, cotton, leather and rubber gloves, knee pads, ear plugs and muffs, rain suit and hat, body harness, safety glasses, respirator, dust mask, rubber boots and 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

Rare = may occur less than 1% of the time

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

**This job is classified as:** Heavy to Very Heavy

### **Standing**

Occasionally on concrete, tile, steep inclines, uneven ground, vinyl, carpet, rubber mat or dirt surfaces for 30 minutes at a time for up to 2 hours total in a work shift. Most commonly occurs while filling in for flagging duties, working on scaffolding, conversing with co-workers and subordinates, attending site meetings, using a drill press and sawing materials.

### **Walking**

Occasionally on flat cement, steep inclines, rockeries, uneven ground, carpet and linoleum surfaces for distances of up to ¼ mile for up to 10 minutes at a time, for up to 1.5 hours total in a work shift. Most commonly occurs while walking between buildings and performing bridge inspections once per month.

### **Sitting**

Frequently on padded office chair or automobile seat for up to 2 hours at a time for up to 5 hours total in a work shift. Most commonly occurs while using computer, completing paperwork, driving a County vehicle and attending meetings.

### **Climbing**

Occasionally on ladder or scaffolding to heights of up to 10 feet for up to 1 minute at a time for up to 3 hours total in a work shift. Most commonly occurs while installing traversing step and uneven inclines, retaining walks, bridges, guardrails and scaffolding.

### **Balancing**

Frequently on scaffolding, uneven ground and steep inclines for up to 10 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while installing traversing step and uneven inclines, retaining walks, bridges, guardrails and scaffolding.

### **Bending/Stooping**

Occasionally for up to 5 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs while reaching for tools, installing bridge decking, installing bolts, cutting beams, inspecting the underside of bridges, assisting welders, performing torch work, performing concrete finishing and leveling asphalt.

### **Kneeling**

Occasionally on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 20 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while installing bolts, reviewing plans on the ground at a work site, installing wheel rails and installing bridge decking.

### **Crawling**

Rarely for up to 28 feet for up to 30 seconds at a time for up to 1 hour total in a shift while inspecting the underside of low bridges as well as bridge decking.

### **Crouching**

Occasionally on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 20 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while installing bolts, reviewing plans on the ground at a work site, installing wheel rails and installing bridge decking.

### **Operating Controls with Feet**

Occasionally for up to 2 hours at a time for up to 4 hours total in a work shift while driving a County vehicle with an automatic transmission as well as a forklift.

### **Reaching above shoulder height**

Frequently for up to 30 seconds at a time for up to 4 hours in a work shift while stocking shelves and pulling materials off of shelves in storage areas.

### **Reaching at waist to shoulder height**

Frequently for up to 2 hours at a time for up to 4 hours total in a work shift. Most commonly occurs while using hand tools, cutting materials, driving a County vehicle with an automatic transmission, performing computer duties and writing.

### **Reaching at knee to waist height**

Occasionally for up to 3 minutes at a time for up to 2 hours in a work shift while opening and closing drawers as well as using hand tools.

### **Reaching at floor to knee height**

Occasionally on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 30 seconds at a time for up to 3 hours total in a work shift. Most commonly occurs while installing bolts, reviewing plans on the ground at a work site, installing wheel rails and installing bridge decking.

### **Lifting 1-10 pounds**

Occasionally for up to 3 minutes at a time for up to 1 hour total in a work shift while utilizing hand and power tools, using a clipboard, manipulating materials and installing bolts.

### **Carrying 1-10- pounds**

Occasionally for distances of up to 100 feet for up to 3 minutes at a time for up to 1 hour total in a work shift while transporting hand and power tools as well as materials.

### **Lifting 11-20 pounds**

Rarely for up to 20 seconds at a time for up to 5 minutes total in a work shift while performing carpentry tasks and using a roto-hammer as well as manipulating tool boxes, ladders, and tool kits.

### **Carrying 11-20 pounds**

Rare for distances of up to 100 feet for up to 3 minutes at a time for up to 5 minutes total in a work shift while moving ladders and tools to and from work sites.

### **Lifting 21-50 pounds**

Rarely for up to 30 seconds at a time for up to 2 minutes total in a work shift while manipulating toolboxes, materials and power tools.

### **Carrying 21-50 pounds**

Occasionally for distances of up to 100 feet for up to 1 minute at a time for up to 5 minutes total in a work shift while manipulating toolboxes, materials and power tools.

**Lifting 51-100 pounds**

Rarely sacks of cement or sheetrock for up to 30 seconds at a time for up to 5 minutes in a work shift while moving 60 pound bags, guardrails beams, posts cement and hardware.

**Carrying 51-100 pounds**

Rarely for distances of up to 50 feet for up to 30 seconds at a time for 1 minute total in a work shift. Most commonly occurs with weights of 60 pounds while moving 60 pound bags, guardrails beams, posts cement and hardware.

**Pushing and Pulling**

Occasionally with a force of 25 pounds for distances of up to 100 feet for up to 3 minutes at a time and up to 15 minutes total in a work shift while moving a tool cart on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces as well as pulling materials and lumber, drilling and utilizing a hand truck.

**Handling**

Occasionally for up to 5 minutes at a time for up to 2 hours total in a work shift while using hand and power tools.

**Operating Controls with Hands**

Occasionally for up to 2 hours at a time for up to 4 hours total in a work shift while driving a County vehicle with an automatic transmission and forklift as well as when manipulating power tools.

**Fingering**

Frequently for up to 10 minutes at a time for up to 3 hours total in a work shift while keyboarding, manipulating small pieces of hardware and writing.

**Talking**

Occasionally for up to 5 minutes at a time for up to 20 minutes total in a work shift while conversing with co-workers, distributors and subordinates about job assignments and work orders.

**Hearing**

Frequently for up to 1 minute at a time for up to 5 hours total in a work shift while conversing with co-workers, distributors and subordinates about job assignments and work orders as well as identifying potential hazards such as draw bridge sirens, two way radio and reverse sirens.

**Tasting/Smelling**

Rarely to detect fumes for up to 1 minute at a time for up to 1 minute total in a work shift when unusual odors are detected.

**Near acuity—clarity of vision at 20 inches or less**

Occasionally for up to 20 minutes at a time for up to 1 hour in a shift while using a computer as well as reading plans and documents.

**Far acuity—clarity of vision at 20 feet or more**

Occasionally for up to 2 hours at a time for up to 4 hours total in a work shift while driving a County vehicle as well as supervising and inspecting work sites to ensure quality such as alignment of guardrails.

**Depth perception—three dimensional vision**

Occasionally for up to 2 hours at a time for up to 4 hours total in a work shift while driving a County vehicle as well as supervising and inspecting work sites to ensure quality such as alignment of guardrails.

**Field of vision—observing an area that can be seen up and down or right or left while eyes are fixed on a given point**

Occasionally for up to 2 hours at a time for up to 4 hours total in a work shift while driving a County vehicle as well as supervising and inspecting work sites.

**TEMPERAMENTS:**

Directing, controlling or planning activities of others - continuously  
Performing repetitive or short-cycle work - frequently  
Influencing people in their opinions, attitudes and judgments – frequently  
Performing a variety of duties - frequently  
Expressing personal feelings - occasionally  
Working alone or apart in physical isolation from others - frequently  
Working effectively under stress - frequently  
Attaining precise set limits, tolerances and standards - frequently  
Working under specific instructions –continuously  
Working with others - continuously  
Making judgments and decisions –continuously

**ENVIRONMENTAL FACTORS:**

Work is performed at multiple King County sites including bridges and various other structures. The worker is exposed to moving machinery, wet conditions uneven ground and areas under construction. The worker is also exposed to multiple power and cutting tools. The noise level is quiet to very loud.

Workers may be exposed to:

Outside weather - frequently  
Extreme cold - occasionally  
Extreme heat - occasionally  
Wet - occasionally  
Humidity/dampness- occasionally  
Fumes - frequently  
Odors - occasionally  
Dust - frequently  
Mist - occasionally  
Gases - occasionally  
Poor ventilation - rarely  
Moving mechanical parts - continuously  
Vibration - frequently

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Working in high, exposed places - occasionally  
Working with toxic or caustic chemicals - occasionally

**POTENTIAL MODIFICATIONS TO JOB**

A cart can be used to reduce carrying.  
A County vehicle can be used to reduce walking.

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Signature & title of evaluator	Date
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Signature & title of contact	Date
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Signature & title 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.

☐ The employee is released to perform the described duties on a reduced schedule. 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