

EMPLOYEE:

CLAIM #



## Job Analysis Form

ALTERNATE FORMAT AVAILABLE

**JOB TITLE** Industrial Lubrications Systems Specialist

**JOB CLASSIFICATION** Industrial Lubrications Systems Specialist

**DICTIONARY OF OCCUPATIONAL TITLES (DOT) NUMBER** 630.381-022

**DOT TITLE** Lubrication-Equipment Servicer

**DEPARTMENT** Natural Resources and Parks

**DIVISION** Wastewater Treatment (East Section)

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

**CONTACT'S NAME & TITLE** Lester Van Gelder, Supervisor

**CONTACT'S PHONE** 206-684-2420

### ADDRESS OF WORKSITE

1200 Monster Road  
Renton, WA 98055

**VRC NAME** Kyle Pletz

**DATE COMPLETED** 1/29/07

**VRC NAME** Jeff Casem

**DATE REVIEWED** 07/14/09

### WORK HOURS

6:00am-4:30pm, 10 hours per day, 4 days per week, Monday through Thursday or Tuesday through Friday..

**OVERTIME** (Note: Overtime requirements may change at the employer's discretion)  
Required, on a rare occasion in accordance with business demand.

### JOB DESCRIPTION

Developing, implementing and managing an in-depth preventive-maintenance lubrication program for various pumps, motors, compressors, hydraulic systems and specialized wastewater machinery. This specialized journey-level mechanical craft includes industrial lubrication system design and modification, maintenance and troubleshooting; machinery and machinery wear analysis; and hydraulic system troubleshooting and servicing. Work performed for East conveyance system.

### 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**

Knowledge of occupational hazards and safety precautions and the use of personal protective safety equipment. Knowledge of the fundamentals of hydraulic theory and industrial applications. Knowledge of predictive and preventive maintenance techniques and effects on maintenance performance. Thorough knowledge of bearings, pumps, gearboxes, compressors and related industrial machinery. Thorough knowledge of the characteristics and use of various oils and lubricants including the proper handling, storage and disposal. Skill in the use of hand tools and power tools. Skill in reading and writing English. Skill in using communication equipment. Skill in the use of material handling equipment. Skill in the basic use of computers and office equipment. Skill in identifying defective bearings by machinery sounds, vibrations and temperature increases. Washington State Driver's License

### **ESSENTIAL FUNCTIONS**

1. Develop lubrication schedules and routes by using machinery trend analysis and technical data.
2. Develop lubrication maintenance procedures using blueprints, engineering drawings, operation and maintenance manuals, vendor data, catalogs and as-built drawings.
3. Modify machinery lubrication and filtration systems after thorough research of new technology and analyze and report on the effectiveness of these modifications.
4. Troubleshoot and isolate abnormal noise, vibrations and temperature increases in bearings through sensory analysis and various preventive maintenance techniques.
5. Process oil samples from various lubrication and hydraulic systems for analysis; interpret and update oil analysis reports and enact the proper lubrication response for a particular contaminant.
6. Select and consolidate appropriate lubricants to enhance industrial machinery operation.
7. Maintain multiple oil supply rooms and satellite waste oil collection sites in accordance with all applicable local, state and federal regulations.
8. Operate overhead cranes and forklifts to remove, maintain and install multi-ton industrial machinery using safe rigging techniques.
9. Work with Industrial Maintenance Mechanics when required to perform maintenance or essential repairs to reduce machinery down time.
10. Perform lubrication duties on machinery that include oil servicing, oil sampling, greasing, oil change, filter changes and oil flow rate adjustment.
11. Train others in proper industrial lubrication.

### **PERSONAL PROTECTIVE EQUIPMENT USED**

Electrical Hazards safety boots, gloves (leather or insulated), ear protection, eye protection, hard hat, safety vest, harness/fall protection, face shield, reflective pants and coveralls.

### **OTHER TOOLS & EQUIPMENT USED**

Various hand tools (such as lineman pliers, screw drivers, diagonal cutters etc.), shovels, torque wrench, computer, county vehicle, pumps, generators, compressors, boom truck, overhead cranes, reference materials and manuals, schematics, battery powered grease gun and motorized cart.

## 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 to Heavy.

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.

Heavy—exerting 50-100 pounds of force occasionally, and/or 25-50 pounds of force frequently, and/or 10-20 pounds of force constantly to move objects.

### Standing

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally on cement, concrete, metal/fiberglass grating, wet, slick, and uneven ground surfaces for up to 30-45 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs while lubricating equipment and machinery which may include pumping oils, replacing filters and applying grease.

### Walking

Health Care Provider initials if restricted \_\_\_\_\_

Frequently on cement, concrete, metal/fiberglass grating, wet, slick, and uneven ground surfaces for up to 30-45 minutes at a time for up to 5-6 hours total in a work shift. Most commonly occurs while traversing to and from equipment for lubrication duties. Traverses within wastewater treatment plant where motorized cart cannot go.

### Sitting

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 30 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while driving a County vehicle or motorized cart as well as when completing requisitions and completing computer duties.

### Climbing stairs

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally while climbing up to 5 flights for up to 5 minutes at a time for up to 30 minutes total in a work shift. Most commonly occurs while entering/exiting work locations such as pump room or bar screen room.

### Climbing

Health Care Provider initials if restricted \_\_\_\_\_

Rarely on ladders to heights of 6-24 feet for up to 20 seconds at a time for up to 5 minutes total in a work shift. Most commonly occurs while using ladders (permanently fixed) on equipment or using extension ladders to enter or exit sed. tanks.

**Balancing**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 10 minutes at a time for up to 15 minutes total in a work shift. Most commonly occurs while working on slick or oil covered surfaces.

**Bending neck up**

Health Care Provider initials if restricted \_\_\_\_\_

Rarely for up to 1 minute at a time for up to 5 minutes total in a work shift. Most commonly occurs while lubricating equipment and machinery.

**Bending neck down**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 5 minutes at a time for up to 2 hours total in a work shift. Most commonly occurs while lubricating equipment and machinery which may include pumping oils, replacing filters and applying grease.

**Bending/Stooping**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally on concrete and metal/fiberglass grating surfaces for up to 10 minutes at a time for up to 1.5 hours total in a work shift. Most commonly occurs while working on equipment and machinery in lower locations. The employee can reduce the amount of bending/stooping by alternating with kneeling or squatting, in accordance with preference.

**Kneeling**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally on concrete and metal/fiberglass grating surfaces for up to 10 minutes at a time for up to 1.5 hours total in a work shift. Most commonly occurs while working on equipment and machinery in lower locations. The employee can reduce the amount of kneeling by alternating with bending/stooping or squatting, in accordance with preference.

**Squatting**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally on concrete and metal/fiberglass grating surfaces for up to 10 minutes at a time for up to 15 minutes total in a work shift. Most commonly occurs while working on equipment and machinery in lower locations. The employee can reduce squatting by alternating with kneeling or bending/stooping, in accordance with preference.

**Crawling**

Health Care Provider initials if restricted \_\_\_\_\_

Rarely on cement and metal/fiberglass surfaces for distances of up to 5 feet for up to 5 seconds at a time for up to 2 minutes total in a work shift. Most commonly occurs while lubricating equipment and machinery in lower locations which may include pumping oils, replacing filters and applying grease.

**Operating Controls with Feet**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 5 minutes at a time for up to 30 minutes total in a work shift while driving a County vehicle, driving a motorized cart and operating a pump.

**Reaching above shoulder height**

Health Care Provider initials if restricted \_\_\_\_\_

Rarely for up to 2 minutes at a time for up to 5 minutes total in a work shift while lubricating machinery and equipment, commonly while using a grease gun.

**Reaching at waist to shoulder height**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently & Highly Repetitive for up to 10 minutes at a time for up to 4-6 hours total in a work shift while lubricating machinery, driving, replacing filters and equipment as well as using a grease gun.

**Reaching at knee to waist height**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently & Highly Repetitive for up to 10 minutes at a time for up to 4-6 hours total in a work shift while lubricating machinery/equipment, replacing filters and using a grease gun.

**Reaching at floor to knee height**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally on concrete and metal/fiberglass grating surfaces for up to 10 minutes at a time for up to 15 minutes total in a work shift. Most commonly occurs while working on equipment and machinery in lower locations.

**Lifting 1-10 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously & Highly Repetitive for up to 30 minutes at a time for up to 6 hours total in a work shift. Most commonly occurs with weights of 6-8 pounds while using a grease gun and various hand tools

**Carrying 1-10 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently & Highly Repetitive for distances of up to 40 feet for up to 3 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs with weights of 6-8 pounds while transporting tools and materials between work area and motorized cart.

**Lifting 11-20 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 1 minute at a time for up to 2 hours total in a work shift. Most commonly occurs with weights of 15-20 pounds while manipulating materials such as half a bucket of oil, tool pouch and machinery covers/lids.

**Carrying 11-20 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for distances of 10-40 feet for up to 3 minutes at a time for up to 2 hours total in a work shift. Most commonly occurs with weights of while transporting materials such as half a bucket of oil, tool pouch and machinery covers/lids.

**Lifting 21-50 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 20 seconds at a time for up to 10 minutes total in a work shift. Most commonly occurs with weights of 35-40 pounds while manipulating a 5 gallon bucket of oil, machinery parts/lids etc.

**Carrying 21-50 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for distances of 10-100 feet for up to 5 minutes at a time for up to 30 minutes total in a work shift. Most commonly occurs with weights of 21-40 pounds while manipulating a 5 gallon bucket of oil, tool pouch, machinery parts/lids etc.

**Lifting 51-100 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Rarely for up to 20 seconds at a time for up to 1 minute total in a work shift. Most commonly occurs with weights of 75 pounds in order to support a piece of machinery weighing up to 75 pounds or lift a piece of equipment on to a pallet jack.

**Pushing and Pulling**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally with a force ranging from 5-100+ pounds for up to 5 minutes at a time for up to 30 minutes total in a work shift while manipulating 55 gallon drums with the assistance of a drum dolly as well as when breaking bolts loose on machinery. The employee also pushes and pulls when using a torque wrench with a cheater bar up to 100 foot pounds of torque.

**Handling**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently & Highly Repetitive for up to 15 minutes at a time for up to 4-5 hours total in a work shift while using the grease gun, hand tools and manipulating lids/covers as well as when driving a cart.

**Operating Controls with Hands**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently & Highly Repetitive for up to 15 minutes at a time for up to 3-4 hours total in a work shift while using electric grease gun, driving, computer mouse and manipulating pipe plugs.

**Fingering**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently & Highly Repetitive for up to 15 minutes at a time for up to 3-4 hours total in a work shift while threading bolts, manipulating documents, using small hand tools and using the computer.

**Feeling**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently & Highly Repetitive for up to 5 minutes at a time for up to 6 hours total in a work shift while threading bolts as well as when checking machinery for malfunction via vibration, temperature etc.

**Talking**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 10 minutes at a time for up to 3 hours total in a work shift while conversing with coworkers and superiors regarding job duties.

**Hearing**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously for up to 2.5 hours at a time for up to 9 hours total in a work shift while listening for equipment malfunctions, safety sirens and moving machinery.

**Seeing**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously for up to 2.5 hours at a time for up to 9 hours total in a work shift while identifying equipment malfunctions, safety beacons and moving machinery as well as when ensuring proper lubrication of machinery and equipment.

**Working with Heightened Awareness**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously for up to 2.5 hours at a time for up to 9 hours total in a work shift while working around large moving equipment, working in large tanks and performing duties in a potentially dangerous sewage/wastewater environment.



## 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.

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Printed name & title of VRC evaluator

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Signature of VRC evaluator

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Date

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Printed name & title of contact

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Signature of contact

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Date

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Printed name & title of employee

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Signature of employee

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Date



### 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