

Employee:

Claim #



KING COUNTY ON SITE JOB ANALYSIS

JOB TITLE: Carpenter I

JOB CLASSIFICATION: 8100100

DOT TITLE: Carpenter

DOT NUMBER: 861.381-022

DEPARTMENT: Facilities Management Div. **DIVISION:** Bldg. Services Sec. – Plant Services

OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE: 13

JOB STATUS: FT, Career Service, exempt

ADDRESS OF WORKSITE: King County Courthouse, 516 3rd. Ave, Seattle, WA, 98104, & other county buildings

CONTACT'S NAME: Spencer Buffington

CONTACT'S PHONE: 206-296-0116

CONTACT'S JOB TITLE: Outlying Building Superintendent

DATE COMPLETED: 1/23/02

VRC NAME Jeff Casem

DATE REVISED 11/2/09

WORK HOURS: 6A-4:30P, 4 days/wk
Flex schedule determined among employees

OVERTIME: rarely, 0-20 hrs/year

JOB DESCRIPTION: Performing journey-level carpentry activities including the construction, repair and maintenance of equipment, buildings and other structures including a secure detention facility.

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 FT paid experience as a journey-level carpenter. 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. 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. Washington State Journey Carpentry Certificate, valid WDL or the ability to travel throughout King County in a timely manner in a variety of county vehicles. Must pass a thorough DAJD background investigation for work in the correctional facilities. Must join the union within 30 days of hire

ESSENTIAL FUNCTIONS Listed in order of importance:

1. Install and repair doors, windows and related hardware, including locking mechanisms, closures, and keying systems on detention and other security doors and windows.
2. Maintain and repair all structural components of building including guardrails, fences, decks, floors, walls, ceilings, and roofs.
3. Maintain concrete and masonry structures including sidewalks and parking areas.
4. Repair and maintain finishes.
5. Operate and maintain a variety of carpentry hand and power tools and equipment.
6. Perform administrative tasks and basic record keeping
7. When working as a locksmith, build and maintain doors, windows and all related hardware including locking mechanisms closures and re-glazing and maintain secure computer key coding system and inventory of all locking mechanisms for the facilities.

NON-ESSENTIAL FUNCTIONS:

1. Non identified

TOOLS, MACHINES, EQUIPMENT, PRODUCTS, AND SERVICES USED: Hand tools including hammer, screwdriver, etc, power tools including table saw, miter saw, sanders, band saw, sawzall, rotor hammer, nail gun, pole gun, drills, jack hammer, drill press, key machine, stilts, Ivy lift, Hi lift, cement mixer, laser level, county van or pickup truck (both manual and automatic transmission), phone, haz-vac 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 to continuously on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for 10 min. – 1 ½ hrs. a time for up to 2-8 hrs. total in a work shift. Most commonly occurs while cutting keys and ceiling tiles, repairing blinds and assembly of furniture

Walking occasionally to continuously on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for distances 1-600 ft. for 5 sec–15 min. at a time for up to 1 ½ - 8 hrs. total in a work shift. Most commonly occurs while installing ceiling tiles and to move from one building to another.

Sitting occasionally on padded office chair or van/pick up seat for 1 min.-1 hr. at a time for up to 1-3 hrs. total in a work shift. Most commonly occurs while using computer or driving van/pick up.

Climbing stairs rarely for 10-20 sec. at a time while climbing 1-2 flights of stairs for up to 40 sec.-2 min. total in a work shift. Most commonly occurs while using stairs in building.

Climbing rarely on ladder or scaffolding to heights of 3-20 ft. for 5 sec. at a time for up to 5 sec.-10 min. total in a work shift. Most commonly occurs while installing ceiling tiles or blinds.

Balancing rarely to frequently on ladders and scaffolding at heights of 3-20 ft. for 10 sec.-40 min. at a time for up to 10 sec. – 6 hrs. total in a work shift. Most commonly occurs while installing ceiling tiles.

Bending/Stooping rarely for 1-3 sec. at a time for up to 5 sec.-2 min. total in a work shift. Most commonly occurs while reaching for a tool.

Kneeling never to occasionally on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for 10-30 sec. at a time for up to 0-3 hrs. total in a work shift. Most commonly occurs while installing floor tiles or rubber base.

Crouching rarely for 5 sec.-1 min. at a time for up to 0-15 min. total in a work shift. Most commonly occurs while installing partitions.

Operating Controls with Feet rarely to occasionally of van, pick up truck or Hi lift for 1 sec.-30 min. at a time for up to 0-3 hrs. total in a work shift while driving vehicle.

Reaching above shoulder height rarely to continuously for 3-15 sec. at a time for up to 0-7 hrs. in a work shift while installing ceiling tiles or blinds.

Reaching at waist to shoulder height rarely to occasionally for 3-15 sec. at a time for up to 10 sec.-1 hr. total in a work shift. Most commonly occurs while using tools in a cubicle.

Reaching at knee to waist height rarely to occasionally for 5-10 sec. at a time for up to 10 sec.-30 min. total in a work shift. Most commonly occurs while assembling furniture, installing keyboard trays or wainscoting.

Reaching at floor to knee height rarely to occasionally for 5-10 sec. at a time for up to 10 sec.-30 min. total in a work shift while performing clean up.

Lifting 1-10 pounds occasionally to frequently of hand and small power tools for 2 sec.-2 min. at a time for up to 1-4 hrs. total in a work shift while installing cubicles.

Carrying 1-10- pounds rarely to occasionally of hand and small power tools for distances of 5-1500 ft (6 city blocks) for 5 sec.-15 min. at a time for up to 1 min.-2 hrs. total in a work shift while transporting tools and materials.

Lifting 11-20 pounds rarely of ladder and hand tools for 5-20 sec. at a time for up to 4-5 min. total in a work shift while performing carpentry tasks.

Carrying 11-20 pounds rarely of ladder and hand tools for distances of 1-600 ft. for 5 sec.-10 min. at a time for up to 5 sec.-10 min. total in a work shift while moving ladder and tools to new work site.

Lifting 21-50 pounds occasionally to frequently of partition panels, metal studs and heavier tools and equipment for 5-20 sec. at a time for up to 1-6 hrs. total in a work shift while installing 35-40# partitions and bundles of metal studs and ceiling tiles.

Carrying 21-50 pounds rarely to occasionally of partition panels, metal studs and heavier equipment for distances of 1-50 ft. for 5-20 sec. at a time for up to 0-3 hrs. total in a work shift while installing 35-40# partitions.

Lifting 51-100 pounds rarely of sacks of cement and sheetrock for 10-20 sec. at a time for up to 10 sec.-5 min. in a work shift while installing cement or sheetrock.

Carrying 51-100 pounds rarely of sacks of cement and sheetrock for distances of 2-15 ft. for 5-10 sec. at a time for up to 10 sec.-6 min. total in a work shift. Most commonly occurs with weights of 60# and 75# while mixing concrete and installing sheetrock and ceiling tiles.

Lifting 100+ pounds rarely of 4x12 sheetrock for 5-20 sec. at a time for up to 15-30 min. total in a work shift while installing 125# sheetrock.

Carrying 100+ pounds rarely of 4x12 sheetrock for distances of 2-20 ft. for 10-30 sec. at a time for up to 20 sec.-5 min. total in a work shift while transporting 125# sheetrock.

Pushing and Pulling occasionally of 60# tool cart on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for distances of 1-500 ft. for 10-30 sec. at a time for up to 5 sec.-30 min. total in a work shift.

Pushing and Pulling occasionally of 45# scaffolding on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for distances of 1-59 ft. for 3-20 secs. at a time for up to 3 sec.-30 min/ total in a work shift.

Pushing and Pulling occasionally of 10-100# garbage cart on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for distances of 1-50 ft. for 3 sec.-3 min. at a time for up to 3 – 60 min. total in a work shift.

Pushing and Pulling rarely of 1000+# sheet rock cart on concrete, tile, vinyl, carpet or rubber mat surfaces for distances of 1-100 ft. for 3-50 sec. at a time for up to 0-10 min. total in a work shift.

Pushing and Pulling occasionally of 5-20# vacuums on carpet for distances of up to 2000 square ft. for 3 sec.-10 min. at a time for up to 0-60 min. total in a work shift.

Pushing and Pulling occasionally of 1# broom on concrete, tile, vinyl or rubber mat surfaces for distances of 1-50 ft. for 3 sec.-60 min. at a time for up to 3 sec.-2 hrs. total in a work shift.

Pushing and Pulling occasionally of 3-6# drills for 3 sec.-1 min. at a time for up to 0-30 min. total in a work shift.

Handling occasionally to frequently while grasping and torque or push and pull with hand tools for 5 sec.-1 min. at a time for up to 1-5 hrs. total in a work shift while using hand and power tools

Operating Controls with Hands rarely to occasionally of key machine, van, pick up truck or drill press for 15 sec.-30 min. at a time for up to 0-3 hrs. total in a work shift while driving vehicles or operating equipment.

Fingering rarely to occasionally while keyboarding and using pinch grip to cut tiles, pick up rivets, small screws, nuts and bolts for 5-35 sec. at a time for up to 5 sec.-2 hrs. total in a work shift while using computer and small items.

Talking occasionally with co-workers and customers for 3 sec.-10 min. at a time for up to 1-1 ½ hrs. total in a work shift while communication job assignments and asking the customer questions regarding their work orders.

Hearing occasionally to frequently to hear people and squeaks or sounds that occur with repair of doors or other areas of the building for 1 sec.-10 min. at a time for up to 2-4 hrs. total in a work shift while repairing doors and building parts or talking with customers and co-workers.

Tasting/Smelling rarely to detect mold or fumes for few seconds-1 min. at a time for up to 1 min. total in a work shift when unusual odors are detected.

Near acuity—clarity of vision at 20 inches or less occasionally while using key machine, riveting, screw assembly and marking walls for 5 sec.-5 min. at a time for up to 30-40 min. total in a work shift to make keys, assemble furniture, rivet, and similar tasks.

Far acuity—clarity of vision at 20 feet or more occasionally while driving vehicles for 10 min.-3 hrs. at a time for up to 0-3 hrs. total in a work shift.

Depth perception—three dimensional vision occasionally to frequently to plan ceiling and panel layouts and work from ladders and scaffolding for 10 sec.-6 hrs at a time for up to 10 sec.-6 hrs. total in a workday while working from ladders and scaffolding.

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 to frequently to work from ladders and scaffolding for 10 sec.-6 hrs at a time for up to 10 sec.-6 hrs. total in a workday while working from ladders and scaffolding.

TEMPERAMENTS:

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

ENVIRONMENTAL FACTORS:

Work is performed in King county buildings including office, clinic, detention, jail, court and animal control settings

Workers may be exposed to:

Outside weather - occasionally
Extreme cold - rarely
Extreme heat - rarely
Wet - occasionally
Humidity/dampness/Fumes - rarely
Odors - rarely
Dust - occasionally
Mist - rarely
Gases - rarely
Poor ventilation - frequently
Moving mechanical parts - frequently
Vibration - occasionally
Working in high, exposed places - rarely
Radiation – never
Working with explosives - rarely
Working with toxic or caustic chemicals - rarely
Other – may be required to work among prisoners

The noise level is quiet

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Employee:
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POTENTIAL MODIFICATIONS TO JOB

signed by Sharon Ridings, VRC, Disability Management Services, Inc. on 1/31/02
Signature & title of evaluator Date

Signature & title of contact Date

Signature & title of employee 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.

☐ 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