

EMPLOYEE:

CLAIM #



Job Analysis Form

ALTERNATE FORMAT AVAILABLE

JOB TITLE Senior Inspector, Mechanical **JOB CLASSIFICATION** Construction Management III

DICTIONARY OF OCCUPATIONAL TITLES (DOT) NUMBER 182.267-010

DOT TITLE Construction Inspector

DEPARTMENT Natural Resources and Parks

DIVISION Wastewater

OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE

CONTACT'S NAME & TITLE Greg Suko, Construction Management VI

CONTACT'S PHONE (206) 684-1936

ADDRESS OF WORKSITE

2501 W. Jameson
Seattle, 98199

VRC NAME Kyle Pletz

DATE COMPLETED 1/25/06

VRC NAME Jeff Casem

DATE REVIEWED 6/2/09

WORK HOURS

Hours can vary based upon business demand and the employee is on call 24 hours per day.
7:00am-3:30pm core hours; 40 hours per week.

OVERTIME (Note: Overtime requirements may change at the employer's discretion)
Optional on most occasions, but can be required by the demands of the projects.

JOB DESCRIPTION

Develop and implement construction inspection programs on specific King County construction projects and ensure compliance with contract documents and code requirements. Such inspection programs will involve the performance of specific office and field tasks related to the construction of major public work projects.

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

Two (2) years of technical school training in civil engineering or related technical field and four (4) years of progressively responsible construction inspection or sub-professional engineering experience is required; (additional academic or vocational courses in civil, general, electrical or mechanical engineering; electrical, mechanical and construction code requirements, or building construction is desirable.)

-or-

Six years of progressively responsible construction inspection or responsible engineering experience is required preferably in the fields of sewer inspection, engineering drafting and construction survey;

-or-

Three years of experience as a Metro Construction/Facilities Management II is required.

-and-

A valid Washington State Driver's license is required. Some positions may require a City of Seattle special inspector certification or the acquisition of that certification within one year of hire.

ESSENTIAL FUNCTIONS

1. Develop and implement a program of inspection, sampling and testing of construction materials, for large wastewater treatment conveyance and industrial facilities. Ensure contract, permit, and regulatory compliance for equipment and machinery installed under King County's construction contracts with an emphasis on mechanical systems such as large rotating assemblies (pumps, centrifuges, blowers, etc.), HVAC systems, process piping, and odor control systems. May perform specialized inspection of construction activity in the areas of instrumentation and control systems.
2. Review submittals and shop drawings from contractors and subcontractors for conformance with contract plans and specifications. Review contract plans and specifications to become familiar with specific areas that may require particularly close attention. Prepare a schedule which will allow for special examination of these areas during construction.
3. Serve as King County's on-the-site representative to insure that construction requirements contained in plans and specifications are being incorporated during the construction of public works' projects.
4. Prepare filed notes and submit daily written and telephone reports regarding the projects in progress. Prepare other written reports as requested.
5. Assist in change order preparations and negotiations. Interpret construction schedules for progress impacts and slippage. Draft project closeout reports. Assist in contract dispute resolution.
6. Drive to and from various locations throughout King County.

PERSONAL PROTECTIVE EQUIPMENT USED

Safety vest, eye protection, ear protection, safety shoes, gloves, breathing protection (with proper training), air monitor, hard hat, coveralls and hazmat suit.

OTHER TOOLS & EQUIPMENT USED

Telephone, computer, radio, fax machine, measuring tape, clipboard, County vehicles, copy machine, welding gauges, feeler gauges, decibel meter, detection equipment utility locator, reference materials, plans, camera, recorders, flashlight, LEL meter, air monitoring meter, and builder's level.

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

Light (per DOT) adjusted to Light to Medium.

It is noted however, on a very rare occasion the employee may need to lift a manhole cover weighing up to 100 pounds.

Light—exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently and/or a negligible amount of force constantly. A job is light if involves less than or up to the indicated pounds of force and one or more of the following apply; walking and standing to a significant degree, sitting and pushing/pulling of arm or leg controls, or constant pushing and pulling to maintain a production rate even when weight is negligible.

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_____

Continuously on all conceivable surfaces for up to 1-2 hours at a time for up to 8 hours total in a work shift. Most commonly occurs while conversing with contractors, performing start up duties, performing inspections, surveying/reviewing job sites, verifying equipment alignment/calibration, coordinating special inspections and coordination with operations and maintenance.

Walking

Health Care Provider initials if restricted_____

Frequently on all conceivable surfaces for up to 30 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while inspecting job sites, taking measurements and traversing to and from job sites.

Sitting

Health Care Provider initials if restricted_____

Continuously on an office chair, automobile seat or conference room chair for up to 2 hours at a time for up to 8 hours total in a work shift. Most commonly occurs while attending meetings and trainings as well as driving to and from job sites. The employee also sits when performing office duties which could include writing reports, reviewing documents, reviewing codes, reviewing submittals, talking on the telephone and performing photo log updates. On a rare occasion the employee may need to drive or fly to various distant locations for equipment verification/inspection or to look at other similar building projects. On most occasions the employee can alternate sitting and standing as needed.

Climbing stairs

Health Care Provider initials if restricted_____

Occasionally while climbing up to six flights at a time for up to 1-2 hours total in a work shift. Most commonly occurs while inspecting job sites that may not have elevators installed yet.

Climbing

Health Care Provider initials if restricted _____

Occasionally on a ladder to heights of up to 20 feet for up to 2 minutes at a time for up to 30 minutes total in a work shift. Most commonly occurs while climbing ladders to perform inspections.

Balancing

Health Care Provider initials if restricted _____

Continuously on uneven ground and slick surfaces for up to 2.5 hours at a time for up to 8 hours total in a work shift. Most commonly occurs while traversing construction sites that may have drop-offs or uneven ground. Uneven ground could include rebar, mud, pipes, lumber ect. The employee also balances on ladders up to 20 feet tall.

Bending neck up

Health Care Provider initials if restricted _____

Frequently for up to 5-10 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while inspecting upper areas of construction sites such as wiring, scaffolding, plumbing, joists and ventilation systems.

Bending neck down

Health Care Provider initials if restricted _____

Continuously & Highly Repetitive for up to 30 minutes at a time for up to 7 hours total in a work shift. Most commonly occurs while writing, reviewing plans, writing reports, taking pictures, measuring, utilizing reference materials, inspecting lower areas of job sites such as rebar, footings, pipes, foundations etc.

Bending/Stooping

Health Care Provider initials if restricted _____

Frequently & Highly Repetitive on all conceivable surfaces for up to 20 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while traversing areas with low ceilings (such as a utility room) or obstructions such as pipes or ventilation systems. The employee can alternate bending/stooping with kneeling or squatting on most occasions in accordance with personal preference.

Kneeling

Health Care Provider initials if restricted _____

Frequently & Highly Repetitive on all conceivable surfaces for up to 20 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while traversing areas with low ceilings (such as a utility room) or obstructions such as pipes or ventilation systems. The employee can alternate kneeling with bending/stooping or squatting on most occasions, in accordance with personal preference.

Squatting

Health Care Provider initials if restricted _____

Frequently & Highly Repetitive on all conceivable surfaces for up to 20 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while traversing areas with low ceilings (such as a utility room) or obstructions such as pipes or ventilation systems. The employee can alternate squatting with kneeling or bending/stooping on most occasions, in accordance with personal preference.

Crawling

Health Care Provider initials if restricted _____

Occasionally on all conceivable surfaces for up to 5-10 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while inspecting the interior of pipes to make sure the joints were completed accordingly as well as when inspecting the interior of equipment or utility rooms.

Operating Controls with Feet

Health Care Provider initials if restricted _____

Frequently & Highly Repetitive for up to 1 hour at a time for up to 4 hours total in a work shift while driving various County vehicles. Emergency eye wash stations have foot controls. On a rare occasion the employee may need to drive as far as Bellingham or Portland.

Reaching above shoulder height

Health Care Provider initials if restricted _____

Occasionally for up to 2 minutes at a time for up to 30 minutes total in a work shift while measuring, climbing, securing a ladder and taking pictures.

Reaching at waist to shoulder height

Health Care Provider initials if restricted _____

Continuously & Highly Repetitive for up to 30 minutes at a time for up to 8 hours total in a work shift while reviewing plans, manipulating documents, driving and completing reports.

Reaching at knee to waist height

Health Care Provider initials if restricted _____

Occasionally for up to 5 minutes at a time for up to 15 minutes total in a work shift while removing materials from boxes or trunk of car, using utility locator and using paint sprayer.

Reaching at floor to knee height

Health Care Provider initials if restricted _____

Frequently & Highly Repetitive on all conceivable surfaces for up to 20 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while traversing areas with low ceilings and obstructions to inspect low construction areas such as pipes, wiring or ventilation systems.

Lifting 1-10 pounds

Health Care Provider initials if restricted _____

Occasionally for up to 1 minute at a time for up to 15 minutes total in a work shift. Most commonly occurs with weights of 2-8 pounds while manipulating reference materials, clip board and plans.

Carrying 1-10 pounds

Health Care Provider initials if restricted _____

Frequently & Highly Repetitive for up to 30 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs with weights of 2-8 pounds while traversing sites while carrying plans, paint or a clip board.

Lifting 11-20 pounds

Health Care Provider initials if restricted _____

Occasionally for up to 1 minute at a time for up to 15 minutes total in a work shift. Most commonly occurs with weights of 13-18 pounds while manipulating contract documents, utility finder, builder's level and laptop bag.

Carrying 11-20 pounds

Health Care Provider initials if restricted _____

Occasionally for up to 10-15 minutes at a time for up to 10-15 minutes total in a work shift. Most commonly occurs with weights of 13-18 pounds while traversing sites while carrying contract documents, utility finder, builder's level and laptop bag.

Lifting 21-50 pounds

Health Care Provider initials if restricted _____

Rarely for up to 10 seconds at a time for up to 20 seconds total in a work shift. Most commonly occurs with weights of 50 pounds while opening a manhole. Assistance is available on most occasions.

Lifting 51-100 pounds

Health Care Provider initials if restricted _____

Rarely for up to 10 seconds at a time for up to 20 seconds total in a work shift. Most commonly occurs with weights of up to 100 pounds while opening a manhole. Assistance is available on most occasions.

Pushing and Pulling

Health Care Provider initials if restricted _____

Occasionally with a force of 3-50 pounds for up to 5 minutes at a time for up to 30 minutes total in a work shift while popping manhole covers, opening drawers/doors, adjusting ladders and manipulating equipment.

Handling

Health Care Provider initials if restricted _____

Frequently & Highly Repetitive for up to 1 hour at a time for up to 4 hours total in a work shift while manipulating a camera, laptop, samples, utility locator, plans and reference materials.

Operating Controls with Hands

Health Care Provider initials if restricted _____

Continuously & Highly Repetitive for up to 1 hour at a time for up to 6 hours total in a work shift while driving and using a computer mouse.

Fingering

Health Care Provider initials if restricted _____

Continuously & Highly Repetitive for up to 2 hours at a time for up to 8 hours total in a work shift while keyboarding, dialing the telephone, using switches, writing and manipulating documents.

Feeling

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 while identifying equipment failure or malfunction through temperature or vibration.

Talking

Health Care Provider initials if restricted _____

Continuously & Highly Repetitive for up to 1 hour at a time for up to 8 hours total in a work shift while coordinating multiple aspects of the building process as well as conversing with contractors, supervisors and coworkers.

Hearing

Health Care Provider initials if restricted _____

Continuously & Highly Repetitive for up to 2 hours at a time for up to 8 hours total in a work shift while coordinating multiple aspects of the building process as well as conversing with contractors, supervisors and coworkers. The employee also utilizes hearing for safety purposes while at construction sites to identify any potentially dangerous situations or moving machinery.

Seeing

Health Care Provider initials if restricted _____

Continuously & Highly Repetitive for up to 2 hours at a time for up to 8 hours total in a work shift while coordinating multiple aspects of the building process as well as inspecting sites. The employee also utilizes vision for safety purposes while at construction sites to identify any potentially dangerous situations or moving machinery and equipment.

Working with Heightened Awareness

Health Care Provider initials if restricted _____

Continuously & Highly Repetitive for up to 2 hours at a time for up to 8 hours total in a work shift while identifying any potentially dangerous situations or moving machinery at construction sites.

ENVIRONMENTAL FACTORS

Work is performed in an office and construction site setting. Work pressure and frequent disturbances are to be expected. Majority of work is performed at construction sites around heavy operating equipment and in all kinds of weather conditions. Exposure to raw sewage, potentially hazardous chemicals, street traffic, large industrial rotating assemblies, and electrical installations is part of the normal working conditions.

The noise level is

Approximately 135 decibels. The noise is caused by blowers, machinery etc.

HCP Initials if Restricted

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Work environment may include the following exposure(s):

Outside weather: Frequently
Non-weather related temperatures below 55 degrees: Occasionally
Non-weather related temperatures above 75 degrees: Occasionally
Wet: Occasionally
Humidity/dampness: Frequently
Fumes: Occasionally
Odors: Frequently-Continuously
Dusts: Occasionally
Mists: Occasionally
Gases: Occasionally
Moving mechanical parts: Frequently
Vibration: Frequently
Working in high, exposed places: Occasionally
Working with explosives: Occasionally
Toxic or caustic chemicals: Occasionally
Confined spaces: Occasionally

HCP Initials if Restricted

Potential stressors associated with this position:

Interacting with potentially angry or hostile contactors.
Interacting with potentially misleading, manipulative or dishonest persons.
Interacting uncooperative clients.
Inspecting/traversing work sites that may have unsafe working conditions.
Resolving spec or drawing issues (design errors) with multiple parties.

POTENTIAL MODIFICATIONS TO JOB

Assistance is available or can be coordinated on most occasions for lifting a manhole lid.

KING COUNTY JOB ANALYSIS COMPLETED ON: 1/25/06
JOB TITLE: Senior Inspector, Mechanical
EMPLOYEE:
VRC: Kyle Pletz

DOT #: 182.267-010
CLAIM #

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.

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

KING COUNTY JOB ANALYSIS COMPLETED ON: 1/25/06
JOB TITLE: Senior Inspector, Mechanical
EMPLOYEE:
VRC: Kyle Pletz

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CLAIM #

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