



**Disability Services**  
**Safety and Claims Management**  
Department of Executive Services  
Human Resources Management Division  
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## JOB ANALYSIS

Job Title:	Rail Service Worker	DOT Title:	Cleaner II
SVP:		DOT #:	919.687-014
Location of Analysis:	Light Rail, 3407 Airport Way, Seattle, WA 98104	Name of Employee:	
Analyst:	Kyle Pletz, VRC, CDMS	JA Source:	
Presenting VRC:	Kyle Pletz, VRC, CDMS	Employer Contact:	Evan Inkster
Date Analysis Completed:	10/11/12	Supervisor Contact Information	Phone: 206-903-7719 E-mail: evan.inkster@kingcounty.gov

☒ On-Site      ☐ Interview      ☐ Representative

### JOB DUTIES:

#### Essential Functions according to the employer:

All King County jobs require ability/essential function to:

Demonstrate predictable, reliable, and timely attendance.

Follow written and verbal directions to complete assigned tasks on schedule.

Read, write, and communicate in English & understand basic math.

Learn from directions, observations, and mistakes and apply procedures using good judgment.

Work independently or as part of a team and interact appropriately with others.

- Clean interior and exterior of Light Rail Vehicles (LRV's) either by operating them through a car-wash, or by hand washing and steam cleaning, using a variety of solvents, soaps, and cleaning chemicals.
- Report any defects to supervisor, such as defective lights, body damage, interior damage, and operating defects.
- Post, add and subtract the amounts of commodities used in designated logs.
- Move LRV's around the shop and yard.
- Remove trash and debris from the rail cars.
- Check and replenish consumables such as sand and wiper fluid.
- Couple and uncouples rail vehicles.
- Maintain shop facilities as instructed.
- Clean and service shop equipment.
- Make deliveries or pick up materials.
- Operate computer for related data input and retrieval; may enter transactions and related data into a computer information systems. Perform related duties as required.



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#### EXPERIENCE, QUALIFICATIONS, KNOWLEDGE, SKILLS:

##### MINIMUM QUALIFICATIONS:

- Knowledge of basic janitorial techniques.
- Knowledge in the use and care of cleaning equipment.
- Knowledge of basic safety rules, practices and principles and applicable OSHA laws.
- Knowledge in the proper use and disposal of cleaning chemicals.
- Basic knowledge of and skill using current computer system applications for data maintenance.
- Oral and written communication skills including the ability to understand and follow directions.
- Skill in learning to operate light rail and other LINK vehicles in a safe manner.
- Skill in using common hand tools and cleaning equipment.
- Skill in performing physical labor.
- Skill in accurately performing simple numeric calculations and record keeping tasks.
- Skill in working under established deadlines.
- Skill in establishing and maintaining effective working relationships with a diverse group of people.
- Washington State Driver's License with good driving record.
- Able to lift at least 50 pounds.
- At least 1-year of professional cleaning experience.

##### DESIRABLE QUALIFICATIONS:

- Experience with biohazard and human waste
- Experience and skill in forklift operation

##### NECESSARY SPECIAL QUALIFICATIONS:

- Ability to qualify for and maintain a "Yard Only" Rail Operator's Certification Card.
- Ability to qualify for Right of Way Protection Worker Certification.
- Ability to qualify for forklift certification.

It is noted that Swing and Day shift primarily perform detailing duties, focusing on one coach for an entire shift. Graveyard shift primarily performs daily cleaning tasks on approximately 30 LRV's per shift.

#### Machines, Tools, Special Equipment, Personal Protective Equipment Used:

M5 computer software, mop, broom, steam cleaner, carpet machine, vacuum, fan, mats, cart/dolly, sweeper machine, degreaser, various cleaning chemicals/supplies, san nozzle, wiper fluid hand pump, mop bucket, air hose, ear muffs, goggles, putty knife, dust mask, carwash, extension handles.

#### PHYSICAL REQUIREMENTS

Frequency Scale	Strength	Work Pattern	
<b>N</b> = Never	<input type="checkbox"/> Sedentary	<input checked="" type="checkbox"/> Full-time	
<b>S</b> = Seldom (1-10 %, up to 48 min)	<input type="checkbox"/> Light	<input type="checkbox"/> Part-time	
<b>O</b> = Occasional (11-33%, 48 min. – 2 hr 25 min)	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> Seasonal	
<b>F</b> = Frequent (34-66%, 2 hr 26 min – 5 hr 35 min)	<input type="checkbox"/> Heavy	8/10	Hours Per Day
<b>C</b> = Constant (67-100%, more than 5 hr 35 min)	<input type="checkbox"/> Very Heavy	5/4	Days Per Week

This is classified as a MEDIUM job by the US Department of Labor.



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PHYSICAL DEMANDS		FREQUENCY						ACTIVITY DESCRIPTION
	% Time	N	S	O	F	C		
Sitting			X					Cleaning low areas of LRV while utilizing seat.
Standing					X			Up to 5 min/time 4hrs/shift, wipe windows, steam clean, sweep, mop, air hose and dust.
Walking					X	X		Up to 300yds at a time up to 5 miles/6hrs in a shift on flat cement, LRV and ballast (rail track rock base). Also walk while using sweeper machine, mop, steam cleaner, duster and vacuum.

<b>Lifting</b> floor – waist	<b>N</b>	<b>S</b>	<b>O</b>	<b>F</b>	<b>C</b>		Up to 50# while loading/unloading steam cleaner, sweeper machine. Occasional less than 14 pounds for sand nozzle and cleaning solutions. Frequent use of mop, vacuum, broom, steamer. Continuous duster, cleaning equipment.
	n/a	50	<15	<5	<2	lbs.	
<b>Lifting</b> waist–shoulder	<b>N</b>	<b>S</b>	<b>O</b>	<b>F</b>	<b>C</b>		Duster, steamer, mop, extension handle to clean exterior/interior up to 10min/time up to 4 hrs/shift.
	n/a	n/a	<10	<5	n/a	lbs.	
<b>Lifting</b> above shoulder	<b>N</b>	<b>S</b>	<b>O</b>	<b>F</b>	<b>C</b>		Extension handle to clean exterior up to 5min/time up to 1hr/shift.
	n/a	n/a	<4	n/a	n/a	lbs.	
<b>Carry</b> (Dist.)	<b>N</b>	<b>S</b>	<b>O</b>	<b>F</b>	<b>C</b>		Move fan within LRV. Carry steamer handle/hose, 7# wet mop, air hose, sand nozzle.
		50'	25'	15'		5-10 lbs.	
<b>Pushing/ Pulling</b>	<b>N</b>	<b>S</b>	<b>O</b>	<b>F</b>	<b>C</b>	Minimal	Up to 50 yards (25#) at a time while utilizing a cart. Frequently push/pull mop, broom, steamer. Seldom up to 75# of force when manipulating couplers
		75	10	<5		lbs force	

	N	S	O	F	C	
Climbing			X			6' staircase to clean exterior of LRV, up to 30x/shift. 14" step to enter and exit LRV in the shop (on flat cement) and "20.5 step in the yard on ballast; approximately 180x/shift.
Balancing			X			6' staircase up to 1hr/shift. Also around service pits (railings present).
Stooping / Bending			X			Cleaning low areas of LRV up to 2hrs/shift
Twisting*			X			Cleaning awkward areas of LRV (behind seats etc.)
Squatting / Kneeling			X			Cleaning low areas of LRV up to 2hrs/shift
Crawling	X					
Foot Controls	X					



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	N	S	O	F	C	
<b>Reaching</b> (Level) Forward Below Waist Above Shoulder				X		Sweep, mop, steam clean, vacuum up to 4hrs/shift
			X			Steam clean, clean low area of LRV up to 2.5hrs/shift
			X			Dusting upper areas of LRV, cleaning exterior up to 5min/time, 2.5hrs/shift (have extension handles for upper areas)
Handle/Grasp					X	Broom, mop, rags, steamer, putty knife, sand nozzle, drive LRV.
Fine Finger Manipulation		X				Cleaning small crevices.
Hand Controls			X			Driving LRV up to 3hrs/shift
Repetitive Motion	X					Body part: Cycles/hr.
Vibratory Tasks	X					

	N	S	O	F	C	
Talking			X			With coworkers and superiors
Hearing					X	With coworkers and superiors; Listening for trains while in yard.

Visual:

Drives LRV's in yard for up to 3hrs/shift. Visually inspects LRV's for cleanliness. Watch for trains while in yard.

ENVIRONMENTAL CONDITIONS	FREQUENCY						ENVIRONMENTAL CONDITIONS	FREQUENCY				
	N	S	O	F	C			N	S	O	F	C
Exposure to Weather				X	X		Noise Intensity			X		
Extreme Cold		X					Atmospheric Conditions			X		
Extreme Hot		X					Exposed Heights			X		
Wet and / or Humidity					X		Exposure to Electricity	X				
Proximity to Moving Mechanical Parts			X				Exposure to Toxic / Caustic Chemicals			X		
Exposure to Explosives	X						Exposure to Radiation	X				
Other:												

### Analyst's Comments:

Rail Service Worker is required to step 14" to enter and exit LRV in the shop (on flat cement) and "20.5 step in the yard on ballast; approximately 180x/shift.

The employee is required to exert up to 75 pounds of force up to 25 seconds at a time for up to 9min total in a shift. The employee also needs to be able to raise and lower the coupling cover (10 seconds) with up to 50 pounds of force during each coupling (approximately 20 couplings per shift).



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### Possible Employer Modifications:

Employer has provided lights so that Rail Service Workers can drive with couplers extended to reduce the number of times they need to be extended and retracted.

Potential lighter sweeper machine (current one is 50#).

Employer is addressing the use of ramps and/or additional steps as it is a 14" step in the shop (on flat cement) and 20.5" step in the yard (on ballast rock). Standard stair-step height is 7". A prototype 7" step has been created to address feasibility and usability; see below.





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**Note:** The information for this job analysis was gathered by either on-site observation, interview and / or is representative of the labor market as indicated on page one. Additional data may have been obtained from standardized industry resources such as the DOT, GOE, COJ, OOH, WOIS and O-NET. On occasion, practicality and feasibility prevent the direct observation and/or gathering of objective, quantifiable data. For this reason, a “best estimate” may have been used.

**Analyst:**

**Presenting VRC signature:**

Kyle Pletz, VRC, CDMS

10/11/12

\_\_\_\_\_  
Vocational Consultant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vocational Consultant

\_\_\_\_\_  
Date

**Employer Verification:**

**Employee Verification: (optional)**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date



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**MEDICAL PROVIDER:**

- ☐ I agree that the employee can perform the physical activities described in this job analysis and can return to work.

State date employee is released to return to work if different from today's date \_\_\_\_\_

- ☐ I agree the employee can perform the described job but only with modifications (describe in comments section). Modifications are needed on a permanent ☐ or temporary ☐ basis.

- ☐ The employee **temporarily** cannot perform this job based on the following physical limitations:

**Anticipated release date:** \_\_\_\_\_

**Treatment plan:** \_\_\_\_\_

- ☐ The employee is **permanently** restricted from performing the physical activities described in this job analysis based on the following physical limitations (state objective medical findings):

**Comments:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Attending Physician | <input type="checkbox"/> Consulting Physician | <input type="checkbox"/> Pain Program Physician |
| <input type="checkbox"/> IME Physician       | <input type="checkbox"/> PCE Therapist        | <input type="checkbox"/> OT / PT Therapist      |
| <input type="checkbox"/> PEP Physician       |   |   |