

EMPLOYEE:

CLAIM #



King County

Job Analysis Form

ALTERNATE FORMAT AVAILABLE

JOB TITLE: Electrician Crew Chief

JOB CLASSIFICATION: Electrician Crew Chief

DICTIONARY OF OCCUPATIONAL TITLES (DOT) NUMBER: 829.131-014

DOT TITLE: Electrician Supervisor

DEPARTMENT: Transportation

DIVISION: Transit

OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE: 1

CONTACT'S NAME & TITLE: Corey Traylor

CONTACT'S PHONE: (206) 263-4601

ADDRESS OF WORKSITE:

2255 4th Avenue South
Seattle, WA 98134

VRC NAME: Peter Hu

DATE COMPLETED: 05/07/07

VRC NAME: Jeff Casem

DATE REVIEWED 6/4/09

WORK HOURS:

7:00AM to 3:30PM Monday through Friday, 40 hours per week.

OVERTIME: (Overtime requirements may change at the employer's discretion)

Required on an emergency basis and optional in accordance with business demand.

JOB DESCRIPTION:

Plans and supervises the work of electricians engaged in the maintenance and repair of electrical systems and equipment at transit facilities and high voltage traction power substations. May need to perform the job functions of an electrician constructor as staffing levels require. Must be able to perform skilled journey-level work on a variety of electrical systems; meeting all of the requirements of related federal, state, and local codes and standards in a maintenance and construction environment. Troubleshoots and repairs electrical systems in a variety of facilities.

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.

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6. Ability to work with supervision, receiving instructions/feedback, coaching/counseling and/or action/discipline.

JOB SPECIFIC REQUIREMENTS:

Graduation from a recognized electrician or utility constructor apprenticeship program. Minimum of five years of industrial or utility control experience and three years as an electrician constructor is required. Washington State Driver's license and a Washington State Journey Electrician certificate are required. Experience working with high voltage systems is required. The employee must obtain the following licensing/certifications: Washington State Lift Truck certificate, Washington State Flagging and Traffic Control Certificate, Forklift certification, and Seattle Fire Department Fire and Line Safety certificate. This position requires lifting and/or carrying objects up to 100 pounds with assistance.

ESSENTIAL FUNCTIONS:

1. Provides oral and written instructions, guidance, and assistance to work crews and monitors; crew work activities. Crew size is between 10-20 workers.
2. Installs, maintains and repairs substation transformers, switchgears and relays. Also installs, maintains and repairs electrical systems and equipment in Metro shops, offices and yards.
3. Assigns and maintains all electrical wiring on Metro properties in proper working order. Includes all types of single phase and three phase circuits for lighting and power with voltages up to 26KV AC and 750 V DC.
4. Assigns and performs routine inspections and maintenance of substations and their components, such as switches, transformers, diodes, fuses, relays, stationary batteries, charges, etc.
5. Assigns, maintains, and repairs auxiliary power plants, transfer switches and uninterrupted power supplies.
6. Assigns, maintains, and repairs low voltage systems, such as security alarms, intercoms, public address systems, etc.
7. Monitors and documents employee performance and conduct, and takes corrective action as necessary. Refers problems to supervisors when appropriate.
8. Evaluates existing equipment and provides recommendations regarding future electrical demands and costs.
9. Adheres to all prescribed safety procedures; safely operates and maintains power tools and test equipment.
10. Instruct workers in the safe use of tools and materials, and in appropriate repair procedures.
11. Responds to emergency calls for repairs made during non-working hours, as necessary.
12. Participates in various mandatory meetings and training as required.

PERSONAL PROTECTIVE EQUIPMENT USED:

High voltage gloves, hearing protection, fall protection, and safety goggles.

OTHER TOOLS & EQUIPMENT USED:

Various hand tools, roto-hammer, hacksaw, pipe benders, tool belt, various electrical panels, shovel, forklift, ladders, various lamps and fixtures, drill, boom truck, County vehicle, tool bucket, corded and cordless power tools, voltage sensors, tri-stand, saws-all, cleaning solutions, voltage meter, boom lift/man lift, shop vacuum, computer, two-way radios, telephone, fax machine, and copy machine.

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

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_____

Frequently on cement, dirt, gravel, linoleum, carpet, and uneven surfaces for up to 2 hours at a time for up to 4 hours total in a work shift. Most commonly occurs while inspecting, installing, and maintaining wiring panels and electrical equipment.

Walking

Health Care Provider initials if restricted_____

Occasionally on cement, dirt, gravel, linoleum, carpet, and uneven surfaces for distances up to 200 yards for up to 15 minutes at a time for up to 2 hours total in a work shift. Most commonly occurs while traversing between buildings, work sites, and County vehicles.

Sitting

Health Care Provider initials if restricted_____

Frequently on a automobile seat or chair for up to 2 hours at a time for up to 4 hours total in a work shift. Most commonly occurs while driving a County vehicle, working on equipment in low locations, and sitting at an office workstation.

Climbing stairs

Health Care Provider initials if restricted_____

Occasionally for up to 2 minutes at a time while climbing up to 4 flights for up to 15 minutes total in a work shift. Most commonly occurs while inspecting electrical equipment in emergency stairwells.

Climbing

Health Care Provider initials if restricted_____

Occasionally on a ladder or vehicle to heights of 10 feet for up to 1 minute at a time for up to 30 minutes total in a work shift. Most commonly occurs while entering and exiting trucks, re-lamping and working on electrical equipment in high locations.

Balancing

Health Care Provider initials if restricted_____

Continuously on uneven ground and ladders at heights up to 10 feet for up to 15 minutes at a time for up to 6 hours total in a work shift. Most commonly occurs while traversing on uneven ground and balancing on a ladder when working on electrical systems and equipment.

Bending neck up

Health Care Provider initials if restricted _____

Occasionally for up to 10 minutes at a time for up to 2 hours total in a work shift. Most commonly occurs while inspecting, installing, and repairing electrical equipment in high locations.

Bending neck down

Health Care Provider initials if restricted _____

Occasionally for up to 10 minutes at a time for up to 2 hours total in a work shift. Most commonly occurs while inspecting, installing, and repairing electrical equipment in low locations.

Bending/Stooping

Health Care Provider initials if restricted _____

Occasionally on cement, dirt, gravel, linoleum, carpet, and uneven surfaces for up to 15 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while working on electrical systems or equipment, such as outlets, in low locations.

Kneeling

Health Care Provider initials if restricted _____

Occasionally on cement, dirt, gravel, linoleum, carpet and uneven surfaces for up to 15 minutes at a time for up to 2.5 hours total in a work shift. Most commonly occurs while working on electrical systems or equipment, such as outlets, in low locations.

Squatting

Health Care Provider initials if restricted _____

Occasionally on cement, dirt, gravel, linoleum, carpet and uneven surfaces for up to 15 minutes for up to 2.5 hours total in a work shift. Most commonly occurs while working on electrical systems or equipment, such as outlets, in low locations.

Crawling

Health Care Provider initials if restricted _____

Rare on cement, dirt, gravel, linoleum, carpet and uneven surfaces for distances of up to 5 feet for up to 10 seconds at a time for up to 1 minute total in a work shift. Most commonly occurs while inspecting the underside of electrical systems, machinery, or equipment.

Operating Controls with Feet

Health Care Provider initials if restricted _____

Frequently for up to 1 hour at a time for up to 5 hours total in a work shift. Most commonly occurs while operating a County vehicle.

Reaching above shoulder height

Health Care Provider initials if restricted _____

Frequently for up to 5 minutes at a time for up to 5 hours total in a work shift. Most commonly occurs while re-lamping or rewiring ceilings.

Reaching at waist to shoulder height

Health Care Provider initials if restricted _____

Frequently for up to 5 minutes at a time for up to 5 hours total in a work shift. Most commonly occurs while operating a County vehicle or when working on electrical systems and equipment.

Reaching at knee to waist height

Health Care Provider initials if restricted _____

Occasionally for up to 15 minutes at a time for up to 2 hours total in a work shift while inspecting, troubleshooting, repairing or maintaining electrical systems, as well as pulling wire, replacing outlets, digging and working on junction boxes.

Reaching at floor to knee height

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, while inspecting, troubleshooting, repairing, and maintaining electrical systems, as well as pulling wire, replacing outlets, and working on junction boxes.

Lifting 1-10 pounds

Health Care Provider initials if restricted_____

Frequently for up to 30 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs with weights of 1-4 pounds while using various hand tools such as wire cutters, electrical testers, and crimpers.

Carrying 1-10 pounds

Health Care Provider initials if restricted_____

Occasionally for distances up to 200 yards for up to 15 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs with weights of 1-4 pounds while transporting hand tools to and from work sites and County vehicles.

Lifting 11-20 pounds

Health Care Provider initials if restricted_____

Occasionally for up to 10 minutes at a time for up to 1.5 hours total in a work shift. Most commonly occurs with weights of 12-16 pounds while moving various pieces of electrical equipment, manipulating fixtures and moving large spools of wire.

Carrying 11-20 pounds

Health Care Provider initials if restricted_____

Occasionally for distances up to 50 feet for up to 15 minutes at time for up to 1 hour total in a work shift. Most commonly occurs with weights of 12-16 pounds while moving various pieces of electrical equipment, fixtures, spools of wire and power tools.

Lifting 21-50 pounds

Health Care Provider initials if restricted_____

Occasionally for up to 10 seconds at a time for up to 10 minutes total in a work shift. Most commonly occurs with weights of 30-40 pounds while using and manipulating pipe benders, tri-stand and power tools.

Carrying 21-50 pounds

Health Care Provider initials if restricted_____

Occasionally for distances up to 50 feet for up to 2 minutes at a time for up to 30 minutes total in a work shift. Most commonly occurs with weights of 30-40 pounds while transporting power tools, pipe benders, tri stand and various pieces of electrical equipment to and from work sites and County vehicles.

Lifting 51-100 pounds

Health Care Provider initials if restricted_____

Rare for up to 5 seconds at a time for up to 30 seconds total in a work shift. Most commonly occurs with weights of 60-80 pounds while loading or unloading various pieces of electrical equipment from County vehicles, hand trucks or utility carts. Assistance is available for heavy lifting.

Carrying 51-100 pounds

Health Care Provider initials if restricted_____

Rare for distances up to 10 feet for up to 30 seconds at a time for up to 1 minute total in a work shift. Most commonly occurs with weights of 60-80 pounds while loading or unloading various pieces of

electrical equipment from County vehicles, hand trucks or utility carts. Assistance is available for heavy lifting.

Lifting 100+ pounds

Health Care Provider initials if restricted_____

Rare for up to 3 seconds at a time for up to 30 seconds total in a work shift. Most commonly occurs with a two-person lift with weights of up to 240 pounds while lifting a junction box onto a dolly or utility cart. Lifting junction boxes may be reduced by manipulating the boxes onto a handcart by pushing/pulling with up to 75 pounds of force.

Pushing and Pulling

Health Care Provider initials if restricted_____

Occasionally for up to 15 minutes at a time with a force of up to 120 pounds for up to 30 minutes total in a work shift, most commonly occurs while pulling up to 200 feet of wire through a conduit.

Handling

Health Care Provider initials if restricted_____

Frequently for up to 2 hours at a time for up to 4 hours total in a work shift while using various hand tools and pulling wire.

Operating Controls with Hands

Health Care Provider initials if restricted_____

Frequently for up to 45 minutes at a time for up to 4 hours total in a work shift while driving county vehicles with an automatic transmission, operating testing equipment, utilizing switches and using power tools.

Fingering

Health Care Provider initials if restricted_____

Frequently for up to 3 minutes at a time for up to 3 hours total in a work shift while using small hand tools, manipulating wires, using wire nuts, writing, operating a computer and telephone.

Feeling

Health Care Provider initials if restricted_____

Rare for up to 30 seconds at a time for up to 2 minutes total in a work shift while locating obscured wires as well as identifying overheating equipment or excessively vibrating machinery (such as an off balance electrical motor).

Talking

Health Care Provider initials if restricted_____

Frequently for up to 15 minutes at a time for up to 6 hours total in a work shift while conversing with co-workers and supervisors, using a 2-way radio and participating in meetings.

Hearing

Health Care Provider initials if restricted_____

Continuously for up to 2.5 hours at a time for up to 7 hours total in a work shift while listening for moving machinery and vehicles, radio transmissions, alarms, and during training presentations.

Smelling

Health Care Provider initials if restricted_____

Rare for up to 5 seconds at a time for up to 5 minutes total in a work shift while smelling for equipment failure or smoke.

Seeing

Health Care Provider initials if restricted_____

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Health Care Provider initials if restricted_____

HCP Initials if Restricted

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HCP Initials if Restricted

Confined spaces: Occasionally

[illegible]

KCJA Template rev. 6/8/05

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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

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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 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