

JOB TITLE: Upholsterer  
EMPLOYEE:

DOT #:780.381-014  
CLAIM #



## KING COUNTY ON SITE JOB ANALYSIS

**JOB TITLE** Upholsterer

**JOB CLASSIFICATION** Upholsterer

**DOT TITLE** Automobile Upholsterer Apprentice **DOT NUMBER** 780.381-014

**DEPARTMENT** Transit

**DIVISION** Vehicle Maintenance

**JOB STATUS** Full time career service, Local 587

### ADDRESS OF WORKSITE

1220 E Marginal Way South  
Tukwila, WA 98168-2572

**CONTACT'S NAME** Jack Woodworth **CONTACT'S PHONE** (206) 684-2219

**CONTACT'S JOB TITLE** Chief of Body Rebuild Section-Vehicle Maintenance

**DATE COMPLETED** 12/17/01

**VRC NAME** Jeff Casem

**DATE REVISED** 1/7/09

**WORK HOURS** 40 hour per week. Two fifteen minute breaks and one, half-hour lunch break per day. 6:30am-2:00pm.

### OVERTIME

Rare

### JOB DESCRIPTION

Repairs, rebuilds, or replaces upholstery and other related items in buses and other King County Vehicles. NOTE: There is only one staff member at Ryerson, East, and North bases. The Central base location has a dayshift and swing shift staff member. The CSC location has three upholsterers and one lead upholsterer on day shift only. Component Supply Center (CSC) is the rebuild shop for the system. CSC is the back up for other shops in the vehicle maintenance system and may provide a rover when necessary. CSC also provides service to South Base for their needs.

Removes old upholstery from passenger vehicles and other equipment. Uses a variety of hand and air tools. Measures new padding, covering, and filter materials. Cuts padding and materials to required dimensions. Uses air driven

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foam cutting knife and electric stack cutter to cut multiple levels of vinyls, cloth and drainage filter materials. Makes custom patterns and sews material together using industrial sewing machine. Replaces seat springs, and removes, repairs, rebuilds and/or replaces padded seats, framed seats and bus driver seats. Performs minor upholstery repair in revenue and non-revenue vehicles. Repairs interior and exterior bellow damage on articulating buses.

Makes custom covers for equipment within the system when needed, including machinery, furniture, trash bags, protective head rest covers, leather punch holders, and drainage basins.

### **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 judgement.
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 upholstery techniques, basic mechanical knowledge, and problem solving skills. Ability to obtain forklift driving certification. Ability to use fine finger dexterity and manual dexterity skills to manipulate hand tools, supplies, equipment and seats at work bench or in bus which involves motions to rotate, squeeze, torque, power grasp and pinch; remove up to 50 staples from each seat using 5-10 lb; pull and pry activity with a wrist/hand/arm/back/shoulder movement.

### **ESSENTIAL FUNCTIONS Listed in order of importance**

1. Removes old upholstery from seats of vehicles and equipment.
2. Measures new padding and covering materials. Cuts padding and materials to required dimensions.
3. Sews covering materials together, using industrial sewing machine.
4. Adjusts or replaces seat springs and ties them in place. Rubber webbing may be used on some seats.
5. Fits coverings to seat frame by physically stretching material and then secures it with air driven stapler. 10-50 lb. Push and pull activity with a wrist/hand/arm/back shoulder movement.
6. Removes, repairs, rebuilds and/or replaces padded seats, framed seats and bus driver seats in the bus or minor upholstery in buses.
7. Stack Cutting.

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8. Pattern Making.

**TOOLS, MACHINES, EQUIPMENT, PRODUCTS, AND SERVICES USED**

Stack cutter, spring puller, staple puller, industrial sewing machine, sewing machine foot pedal, vinyl and fabric, various hand tools, various measuring devices and compressed air staple gun.

**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**

Medium

**Standing**

Frequently to continuously on flat, cement surfaces for 2 hours at a time for up to 8 hours total in a work shift. Most commonly occurs while removing or installing upholstery, and operating a stack cutter. Standing varies according to duties performed. Anti-Fatigue mats are available.

**Walking**

Continuously on flat cement surfaces for distances of 10-100 feet for one hour at a time for up to 6 hours total in a work shift. Most commonly occurs while moving from one work area to another and moving tools and materials on carts.

**Sitting**

Occasionally on cement floor, or floor of bus/automobile for one hour at a time for up to 3 hours total in a work shift. Most commonly occurs while removing and installing seats and upholstery.

**Climbing**

Occasionally on a ladder to heights of 5 feet for 1 minute at a time for up to 5 minutes total in a work shift. Most commonly occurs while repairing bellows for articulating buses from the exterior.

**Bending/Stooping**

Occasionally on flat cement surfaces repetitively for 15 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs while installing or removing upholstery from the interior of the bus.

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**Kneeling**

Occasionally on flat cement surfaces or bus floor repetitively for 15 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs while installing or removing upholstery from the interior of the bus.

**Crouching**

Occasionally on flat cement surfaces or bus floor repetitively for 15 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs while installing or removing upholstery from the interior of the bus.

**Reaching above shoulder height**

Occasionally to Frequently for 5 minutes at a time for up to 4 hours total in a work shift while working on bellows overhead for an entire project ranging from 5 min. to 4 hrs., with 15 min. breaks. It may involve working overhead in a posterior arch position with legs straddled.

**Reaching at waist to shoulder height**

Occasionally to Frequently for 15 minutes at a time for up to 4 hours total in a work shift while removing or installing upholstery.

**Reaching at knee to waist height**

Occasionally to Frequently for 15 minutes at a time for up to 4 hours total in a work shift while removing or installing upholstery.

**Reaching at floor to knee height**

Occasionally to Frequently for 15 minutes at a time for up to hours total in a work shift while removing or installing upholstery.

**Lifting 1-10 pounds**

Frequently for 20 minutes at a time for up to 6 hours total in a work shift. Most commonly occurs with weights of five pounds while carrying and using tools and upholstery materials.

**Carrying 1-10- pounds**

Occasionally for 5 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs with weights of ten pounds while carrying tools and upholstery materials to various work areas.

**Lifting 11-20 pounds**

Occasionally for 5 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs with weights of ten pounds while carrying tools and upholstery materials to various work areas. May move seat pieces from overhead storage areas.

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**Carrying 11-20 pounds**

Occasionally for 5 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs with weights of ten pounds while carrying tools, upholstery materials, and seat parts to various work areas.

**Lifting 21-50 pounds**

Occasionally for 5 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs with weights of ten pounds while moving tools, seat parts, and upholstery materials to various work areas. May move seat pieces from overhead storage areas.

**Carrying 21-50 pounds**

Occasionally for 5 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs with weights of ten pounds while carrying tools, upholstery materials, and seat parts to various work areas.

**Lifting 100+ pounds**

Occasionally for 5 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs with weights of 111-117 pounds while moving seats and rolls of vinyl to various work areas. Full seat pieces weigh 25 to 117 # and rolls of vinyl are 111 #, and moved as a team.

**Carrying 100+ pounds**

Occasionally for 5 minutes at a time for a distance of 10-100 feet. Most commonly occurs with weights of 111-117 pounds while moving seats and rolls of vinyl to various work areas. Full seat pieces weigh 25 to 117 # and rolls of vinyl are 111 #, and moved as a team.

**Pushing and Pulling**

Frequently of carts for distances of 10-100 feet at a time with a force of 50-100 pounds for up to 3 hours total in a work shift while transporting food to and from the cooler, as well as stirring large cauldron. Push and pull cart with seat pieces on them may be up to 100 yards, around shop, yard area, up slight inclines and across uneven surfaces inside and out of doors in foul weather conditions.

**Handling**

Continuously for 2 hours at a time for up to 8 hours total in a work shift while using a stapler, C-clamp, vice grip and webbing stretcher.

**Operating Controls with Hands**

Continuously for 2 hours at a time for up to 8 hours total in a work shift while using cutting tools, industrial sewing machine, stapler, C-clamp, vice grip, and webbing stretcher.

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**Fingering**

Frequently for 2 hours at a time for up to 6 hours total in a work shift sewing materials by hand, removing staples, installing and removing upholstery, and feeding material through sewing machine.

**Talking**

Occasionally for 15 minutes at a time for up to 2 hours total in a work shift while conversing about duties, receiving directions and instructions, and coaching and/or receiving constructive actions/discipline.

**Hearing**

Occasionally for 15 minutes at a time for up to 2 hours total in a work shift while conversing about duties, receiving directions and instructions, and coaching and/or receiving constructive actions/discipline.

**Near acuity—clarity of vision at 20 inches or less**

Continuously for 2 hours at a time for up to 8 hours total in a work shift while Installing or removing upholstery paying close attention to stitching.

**Color vision—ability to identify and distinguish colors**

Continuously for 2 hours at a time for up to 8 hours total in a work shift while Installing or removing upholstery. Must be able to identify matching colors of upholstery and thread.

**TEMPERAMENTS**

Performing repetitive or short-cycle work: Frequently  
Performing a variety of duties: Continuously  
Attaining precise set limits, tolerances, and standards: Continuously  
Working under specific instructions: Continuously  
Working with others: Frequently  
Making judgements and decisions: Continuously

**ENVIRONMENTAL FACTORS**

Upholsters primarily work on concrete floors but also work on slight inclines and uneven surfaces inside and out of doors in foul weather conditions. Rubber mats are available on request for standing in high volume work areas. The noise level is moderately loud.

**Workers are exposed to**

Outside weather: Occasionally  
Extreme cold: Rare  
Extreme heat: Rare  
Wet: Occasionally  
Fumes: Occasionally  
Odors: Occasionally

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Moving mechanical parts: Frequently

**POTENTIAL MODIFICATIONS TO JOB**

Anti fatigue mats are available.

Orthopedic shoes may increase comfort during long periods of standing and walking.

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Signature & title of evaluator

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Date

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Signature & title of contact

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Date

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Signature & title of employee

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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.

☐ 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