

Job Analysis Form

Alternate Format Available



King County

SHORT FORM FOR PRE-EMPLOYMENT PHYSICALS

PATIENT NAME: _____ JOB TITLE: PPMIII Volunteers Coordinator Native Plants

DEPARTMENT: Natural Resources, Water & Land, Office of Rural Resource Programs

WORK SCHEDULE: 40 hours/week

JOB DESCRIPTION: Coordinate and work on various stewardship projects throughout King County.

WORK ENVIRONMENT:

ESSENTIAL FUNCTIONS: Provide technical assistance including presentations and participate in Pacific Northwest flower and garden seminars and classes. Co-manage program, determine schedule, publicize events recruit volunteers, give demonstrations on how to use equipment like shovels and pick axes. Ensure project completion that meets established performance standards. Develop plans for deliverables, coordinate with program leads throughout the department. Respond to contract audits. Determine amount of crew time needed to meet various project requests. Follow department protocols for media contact. Make television and radio appearances to promote habitat restoration and native plant landscaping. Help landowners and landscape architects prepare a planting plan that uses native plants that will thrive on a particular site, advise on landscaping.

PHYSICAL DEMAND	HRS PER SHIFT
Standing	2 – 6 hours
Walking <input checked="" type="checkbox"/> uneven terrain	1 – 7 hours
Sitting	1 – 7 hours
Climbing stairs	0
Climbing <u>Truck</u>	2 – 6 hours
Balancing	0 – 30 minutes
Bending/Stooping	2 – 6 hours
Kneeling	0 – 2 hours
Crouching	0 – 1 hour
Crawling	0
Foot controls	0 – 1 hour
Reaching above shoulders	0 – 2 hours
Reaching waist-shoulder	0 – 2 hours

PHYSICAL DEMAND	HRS PER SHIFT
Reaching knee-waist	0 – 20 minutes
Reaching floor-knee	0 – 20 minutes
Lifting/Carrying 1-10#	0 – 4 hours
Lifting/Carrying 11-20#	0 – 4 hours
Lifting/Carrying 21-50#	0 – 2 hours
Lifting/Carrying 51-100#	0
Lifting/Carrying 100+#	0
Handling	2 – 6 hours
Hand Controls	0 – 1 hour
Fingering <input checked="" type="checkbox"/> keyboarding	2 – 6 hours
Vision to assure safety of others	Rare 0 – 7 hours
Hearing to assure safety of others	Rare 0 – 7 hours
Other	

Exposures:

- Outside weather
 Non-weather related temp below 55°
 Non-weather related temp above 75°
 Humidity/dampness
 Moving mechanical parts
 Exposed high places
 Vibration
 Toxic or caustic chemicals
 Confined spaces
 Wet Gasses
 Fumes Odors
 Dusts Mists
 Radiation Explosives
 Noise Level 50 DbI
 Other _____

Special Requirements:

- CDL Respirator use

I have reviewed the following Job Analysis for the above-named employee.

Physician's Signature

Date