

Job Analysis Form

Alternate Format Available



King County

SHORT FORM FOR PRE-EMPLOYMENT PHYSICALS

Physical Required: General physical, Diabetes, BP, Vision, and Back strength and lifting.

PATIENT NAME: _____

JOB TITLE: Election Equipment Technician I

DEPARTMENT: Executive Services, Records & Elections

WORK SCHEDULE: 40/week

JOB DESCRIPTION: Repairs, maintains and distributes voting devices.

WORK ENVIRONMENT: Warehouse/field.

ESSENTIAL FUNCTIONS: Repair and maintain voting devices. Ensure accuracy of voting devices and ballot setup. Distribute, provide support service and get back voting devices and supplies to and from polling places. Provide support to Elections and Records offices by delivering and warehousing supplies.

PHYSICAL DEMAND	HRS PER SHIFT	PHYSICAL DEMAND	HRS PER SHIFT
Standing	15 min – 3 hours	Reaching knee-waist	15 min – 1 hour
Walking <input checked="" type="checkbox"/> uneven terrain	15 min – 2 hours	Reaching floor-knee	15 min – 1 hour
Sitting	15 min – 4 hours	Lifting/Carrying 1-10#	15 min – 1 hour
Climbing stairs	0 – 30 minutes	Lifting/Carrying 11-20#	3 – 4 hours
Climbing _____	0 – 30 minutes	Lifting/Carrying 21-50#	0 – 30 minutes
Balancing	0	Lifting/Carrying 51-100#	0 – 15 minutes
Bending/Stooping	1 – 2 hours	Lifting/Carrying 100+#	0
Kneeling	0 – 2 hours	Handling	5 – 6 hours
Crouching	0 – 2 hours	Hand Controls	0 – 30 minutes
Crawling	0	Fingering <input checked="" type="checkbox"/> keyboarding	15 – 30 minutes
Foot controls	30 min – 1 hour	Vision to assure safety of others	30 min – 1 hour
Reaching above shoulders	15 min – 1 hour	Hearing to assure safety of others	30 min – 1 hour
Reaching waist-shoulder	2 – 4 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 _____
- Other _____

Special Requirements:

- CDL
- Respirator use

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

Physician's Signature

Date