

JOB ANALYSIS-Essential Demands

EMPLOYER:	City of Tillamook, Public Works	JOB TITLE ANALYZED:	Public Works Technician III
ADDRESS:	4402 Third Street Tillamook, OR	HOURS PER DAY/WEEK:	10 hours per day 40 hours per week
PHONE/FAX NUMBER(S):	503-842-2343	Date conducted:	August 3, 2016 (onsite)
EMPLOYER REP(S):	Tim Lyda, Levi Beachy, Shawn Burge		

BRIEF DESCRIPTION OF DUTIES (attach job description if possible): Per the purpose of position on the JD, perform general public works maintenance tasks to maintain the infrastructure within the City, including streets, storm and sanitary/sewer, and water distribution lines. Perform general maintenance tasks to assure an uninterrupted, adequate supply of water or wastewater collection to customers and to protect the City's mains, valves, and water supply or wastewater treatment plant. May perform water meter reading duties. **NOTE:** This job involves performing a variety of assignments/projects as needed which would include varied physical demands. The Physical demands listed below are a combined summary of the highest demands as employees must be able to work within all tasks and projects and provide necessary coverage within the Public Works Technician series.

MACHINERY, TOOLS, EQUIPMENT USED IN JOB: Includes but not limited to a wide variety of hand tools, Dump Truck, Loader, Backhoe, Vactor Truck, Street Sweeper, Fork Lift, Pallet Jack, Mower, Jack Hammer, Chain Saws, Lance Torch, Excavators, Hydraulic lifts.

PERSONAL PROTECTIVE EQUIPMENT: Hard Hats, glasses, goggles, visibility vests, gloves, anti-vibration gloves, helmet with visor, ear muffs, ear plugs, rubber boots, chemical bids and visors.

FREQUENCY GUIDELINES		
▪ N – Never		
▪ I– Intermittent1 – 8%	(Less than 60 minutes in a 10-hour day)
▪ O – Occasionallyup to 33%	(up to 3.3 hours in a 10-hour day)
▪ F – Frequently34 – 66%	(3.4 hours to 6.6 hours in a 10-hour day)
▪ C – Constantover 67%	(6.7 hours or more in a 10-hour day)

PHYSICAL DEMANDS

	Frequency	Comments
Sitting	F	Equipment operation, driving
Standing	C	Field work, maintenance, shop work, meter reading
Walking	C	Field work, maintenance, shop work, meter reading
Driving	F	Equipment operation, field work travel
Lifting:		
	0-10 lbs.	C Small hand tools (ex: 6 lb. hand held drill), 2.5 lb. water book meter, 4-5 lb. metro-tech units, yard tools.
	11-20 lbs.	F Ex: 15 lb. weed eater, 20 lb. debris blower (backpack)
	21-35 lbs.	F Ex: 30 lb. Diffuser, 30 lb. sandbags, 23 lb. chainsaws, 25 lb. Hydraulic pumps
	36-50 lbs.	O Ex: 40 lb. sandbags, 46 lb. hoses, 40-45 lb. five gallon fuel

			containers, 45 lb. tripods, 40 lb. yellow wenchers
	51-75 lbs.	O	Ex: 54 lb. recovery wenchers, 73 lb. chains, 75 lb. sewer pump
	76-100 lbs and above	I	Ex: 80 lb. Jackhammer, 110 lb. manhole cover, 95 lbs. and 152 lb. gate valves
Carrying	0-10 lbs.	F	Small hand tools/drills, 2.5 lb. water book meter, 4-5 lb. metro-tech units, yard tools
	11-20 lbs.	F	15 lb. weed eater, 20 lb. debris blower (backpack style)
	21-35 lbs.	F	23 lb. Chainsaws
	36-50 lbs.	O	40-45 lb. fuel containers, 45 lb. tripods, 46 lb. hoses
	51-75 lbs.	I	
	76-100 lbs.	I	
Push/Pull Force: Exerting force upon an object so that the object moves either towards / away from the force			
	1-10 lbs.	F	Movement of tools/items on/off shelves
	11-20 lbs.	F	
	21-35 lbs.	O	Example: Power generator on cart involves push/pull of 30 lbs. of exertional force.
	36-50 lbs.	O	Use of carts for movement of equipment in shop or field.
Climbing Stairs		O	At the Water-Sewer Plant
Climbing Ladders		O	Sewer work, roofing
Operating Foot Controls		F	When operating excavators, Backhoes, fork lifts, vehicles
Working at Heights		O	Sewer Plant duties, roofing
Balancing		O	When working on slopes, at Water Plant, at Parks
Bending at Waist		F	When doing field work maintenance, water/sewer plant.
Twisting at Waist		F	Field work, digging
Crouching		F	Field work maintenance
Kneeling		O	Water meter reading, maintenance
Crawling		O	
Reach Floor to Waist		F	Lab work at water/sewer plant
Reach Waist to Shoulder		F	Maintenance work, water/sewer work
Reach Shoulder to Overhead		O	
Repetitive Motion		F	Cleaning water/sewer plants, scrubbing, wrench activities, digging
Grasping			
Pincher Grasp		O	
Whole Hand Grasp		F	Use and maintenance of power tools/equipment
Vibration		F	Use of Chainsaw, weed eater, buzz gun, jackhammer, plate compactor
Writing		I	Minor record keeping
Fine Finger Manipulation		I	
Handling		F	Use of all equipment and tools
Keyboarding		I	
Talking		C	
Hearing		C	
Seeing		C	
Environment Factors			
Temperature Extreme		C	Outdoors: all weather conditions Indoors: Shop

Wetness	C	Rainy/wet outdoor conditions
Toxins/Chemical	O	Chlorine, acids, fecal coliform related to Sewer plant work
Uneven surfaces	O	Working on slopes
Noise	F	Loud conditions, variety of heavy/power equipment
Dust	F	Outdoor elements, shop has an air electric sweeper
Fumes	F	Water/Sewer plant work, gasoline, chlorine
Other(s): Pallet Jack use, confined spaces	I	Shop stocking duties, movement of 2450 lb. pallets containing salt or soda ash with a Pallet Jack. Push/Pull force could not be measured as Pallet Jack was not available. Sewer work involves confined spaces.

POSSIBLE JOB MODIFICATIONS/OTHER COMMENTS: Encourage team lift for heavier items (ex: gate valves). Keep shop walkways clear of equipment/items. Continued use of carts/pallet jack/forklift for movement of equipment and tools.

JOB ANALYSIS COMMENTS:

This job analysis represents the requirements of a specific job based on the observations, discussions with employer representatives, and/or workers. 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 when reporting physical demand frequencies from feedback with employer representatives.

Analysis was done on the job site? Yes No If no, why? _____

Printed Name of Vocational Provider: Brendan Flynn, Vocational Counselor

Date 8/03/16 Signature of Vocational Provider: 

Printed Name of person signing for Employer: City Manager Paul Wintersgreen

Date 8/22/16 Signature of Employer: 