

Employee:

Claim #



KING COUNTY ON SITE JOB ANALYSIS

JOB TITLE: Carpenter I

JOB CLASSIFICATION: 8100100

DOT TITLE: Carpenter

DOT NUMBER: 861.381-022

DEPARTMENT: Facilities Management Div. **DIVISION:** Bldg. Services Sec.

OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE: 13

JOB STATUS: FT, Career Service, exempt

ADDRESS OF WORKSITE: King County Courthouse, 516 3rd. Ave, Seattle, WA, 98104, & other county buildings

CONTACT'S NAME: Spencer Buffington

CONTACT'S PHONE: 206-296-0116

CONTACT'S JOB TITLE: Outlying Building Superintendent

VRC NAME Kyle Pletz

DATE COMPLETED: 1/23/02

VRC NAME Jeff Casem

DATE REVISED 11/2/09, 11/17/10

WORK HOURS: 6A-4:30P, 4 days/wk
Flex schedule determined among employees

OVERTIME: rarely, 0-20 hrs/year

JOB DESCRIPTION: Performing journey-level carpentry activities including the construction, repair and maintenance of equipment, buildings and other structures including a secure detention facility.

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

JOB SPECIFIC REQUIREMENTS: Completion of a verifiable apprenticeship program or equivalent and at least two years of FT paid experience as a journey-level carpenter. Knowledge of basic mathematical formulas, construction terminology, occupational hazards and safety precautions of the trade. Knowledge of qualities, grades, uses and adaptability of various

wood and wood products and related materials. Ability to clearly communicate orally and in writing. Demonstrated skill in the use, operation and care of tools, machinery and equipment used in the carpentry and locksmith trades. Washington State Journey Carpentry Certificate, valid WDL or the ability to travel throughout King County in a timely manner in a variety of County vehicles. Must pass a thorough DAJD background investigation for work in the correctional facilities. Must join the union within 30 days of hire

ESSENTIAL FUNCTIONS Listed in order of importance:

1. Install and repair doors, windows and related hardware, including locking mechanisms and closures.
2. Construct, maintain and repair all structural components of building including guardrails, floors, walls and ceilings.
3. Construct, repair and maintain finishes.
4. Operate and maintain a variety of carpentry hand and power tools and equipment.
5. Perform administrative tasks and basic record keeping
6. When working as a cabinet maker, layout fabric, install casework and trim finishes.

NON-ESSENTIAL FUNCTIONS:

1. Non identified

TOOLS, MACHINES, EQUIPMENT, PRODUCTS, AND SERVICES USED: Hand tools including hammer, screwdriver, etc, power tools including table saw, miter saw, panel saw, edgebanders, planers, joiners, shapers, routers, sanders, band saw, sawzall, rotor hammer, nail gun, pole gun, drills, jack hammer, drill press, key machine, stilts, Ivy lift, Hi lift, cement mixer, laser level, county van or pickup truck (both manual and automatic transmission), phone, haz-vac suit, hard hat, cotton, leather and rubber gloves, knee pads, ear plugs and muffs, rain suit and hat, body harness, safety glasses, respirator, dust mask, rubber boots and computer.

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: Heavy to Very Heavy

Standing

Health Care Provider initials if restricted _____

Occasionally to frequently on concrete, tile, vinyl, or rubber mat for 10 min. – 1 ½ hrs. a time for up to 2-4 hrs. total in a work shift. Most commonly occurs while fabricating and installing casework and furniture.

Walking

Health Care Provider initials if restricted _____

Occasionally to frequently on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for distances 1-600 ft. for 5 sec–15 min. at a time for up to 1 ½ - 4 hrs. total in a work shift. Most commonly occurs while installing ceiling tiles and to move from one building to another.

Sitting

Health Care Provider initials if restricted _____

Occasionally on padded office chair or stool for 1 min.-1 hr. at a time for up to 1 hr. total in a work shift. Most commonly occurs while at the desk planning shop projects and tasks.

Climbing stairs

Health Care Provider initials if restricted _____

Rarely for 10-20 sec. at a time while climbing 1-2 flights of stairs for up to 40 sec.-2 min. total in a work shift. Most commonly occurs while using stairs in building.

Climbing

Health Care Provider initials if restricted _____

Occasionally on ladder or scaffolding to heights of 3-20 ft. for 5 sec. at a time for up to 5 sec.-10 min. total in a work shift. Most commonly occurs while fitting casework and trim.

Balancing

Health Care Provider initials if restricted _____

Occasionally on ladders and scaffolding at heights of 3-20 ft. for 10 sec.-2 min. at a time for up to 10 sec. – 1 hr. total in a work shift. Most commonly occurs while installing casework and trim.

Bending/Stooping

Health Care Provider initials if restricted _____

Occasionally for 1-3 sec. at a time for up to 5 sec.-2 hrs. total in a work shift. Most commonly occurs while reaching for a tool.

Kneeling

Health Care Provider initials if restricted _____

Occasionally to frequently on concrete, tile, vinyl, carpet or rubber mat for 10-30 sec. at a time for up to 0-3 hrs. total in a work shift. Most commonly occurs while installing casework or rubber base.

Crouching

Health Care Provider initials if restricted _____

Occasionally for 5 sec.-1 min. at a time for up to 0-15 min. total in a work shift. Most commonly occurs while installing casework or trim.

Reaching above shoulder height

Health Care Provider initials if restricted _____

Occasionally for 3-15 sec. at a time for up to 1 hr. total in a work shift while installing casework and trim.

Reaching at waist to shoulder height

Health Care Provider initials if restricted _____

Occasionally to frequently for 3-15 sec. at a time for up to 1 hr. – 4 hrs. total in a work shift. Most commonly occurs while using shop equipment.

Reaching at knee to waist height

Health Care Provider initials if restricted _____

Frequently for 5-10 sec. at a time for up to 3 hrs. total in a work shift. Most commonly occurs while moving materials for machining.

Reaching at floor to knee height

Health Care Provider initials if restricted _____

Occasionally to frequently for 5-10 sec. at a time for up to 3 min. – 3 hours total in a work shift while shorting and stacking lumber.

Lifting 1-10 pounds

Health Care Provider initials if restricted _____

Occasionally to frequently of hand and small power tools for 2 sec.-2 min. at a time for up to 1-4 hrs. total in a work shift while installing cabinet hardware and fabricating casework.

Carrying 1-10- pounds

Health Care Provider initials if restricted _____

Rarely to occasionally of hand and small power tools for distances of 5-1500 ft (6 city blocks) for 5 sec.-15 min. at a time for up to 1 min.-2 hrs. total in a work shift while transporting tools and materials.

Lifting 11-20 pounds

Health Care Provider initials if restricted _____

Rarely of ladder and hand tools for 5-20 sec. at a time for up to 4-5 min. total in a work shift while performing carpentry tasks.

Carrying 11-20 pounds

Health Care Provider initials if restricted _____

Rarely to occasionally of ladder and hand tools for distances of 1-600 ft. for 5 sec.-10 min. at a time for up to 5 sec.-10 min. total in a work shift while moving ladder and tools to new work site.

Lifting 21-50 pounds

Health Care Provider initials if restricted _____

Occasionally to continuously of machined wood parts and completed casework and heavier tools and equipment for 5-20 sec. at a time for up to 1-6 hrs. total in a work shift while fabricating casework and trim.

Carrying 21-50 pounds

Health Care Provider initials if restricted _____

Rarely of machined wood parts, completed casework and heavier equipment for distances of 1-50 ft. for 5-20 sec. at a time for up to 5 min. total in a work shift while installing 24 to 50 lbs casework and trim.

Pushing and Pulling

Health Care Provider initials if restricted _____

Occasionally of dollies and 60# tool cart on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for distances of 1-500 ft. for 10-30 sec. at a time for up to 5 sec.-30 min. total in a work shift.

Pushing and Pulling

Health Care Provider initials if restricted _____

Frequently of 10-100 pieces of material through machinery equipment for 5 - 20 seconds at a time for up to 4 hrs. total in a shift.

Pushing and Pulling

Health Care Provider initials if restricted _____

Occasionally of 3-6# drills for 3 sec. – 1 min. at a time for up to 30 minutes total in a work shift.

Handling

Health Care Provider initials if restricted _____

Occasionally to frequently while grasping and torque or push and pull with hand tools for 5 sec.-1 min. at a time for up to 1-5 hrs. total in a work shift while using hand and power tools

Operating Controls with Hands

Health Care Provider initials if restricted _____

Frequently of shop machinery for 15 sec. - 30 min. at a time for up to 3 hrs. total in a work shift while operating equipment.

Fingering

Health Care Provider initials if restricted _____

Rarely to occasionally while scribing and laying out/designing casework for 5-35 sec. at a time for up to 5 sec.-2 hrs. total in a work shift while measuring tapes and drafting type equipment.

Talking

Health Care Provider initials if restricted _____

Occasionally with co-workers and customers for 3 sec.-10 min. at a time for up to 1-1 ½ hrs. total in a work shift while communication job assignments and asking the customer questions regarding their work orders.

Hearing

Health Care Provider initials if restricted _____

Occasionally to frequently to hear people and squeaks or sounds that occur in a shop or other areas of the building for 1 sec.-10 min. at a time for up to 2-4 hrs. total in a work shift while building parts and casework or talking with customers and co-workers.

Tasting/Smelling

Health Care Provider initials if restricted _____

Rarely to detect chemicals or fumes for few seconds-1 min. at a time for up to 1 min. total in a work shift when unusual odors are detected.

Near acuity—clarity of vision at 20 inches or less

Health Care Provider initials if restricted _____

Frequently while using shop equipment, riveting, screw assembly and marking walls for 5 sec.-5 min. at a time for up to 4 hours total in a work shift to make casework, assemble furniture, rivet, install fasteners and similar tasks.

Depth perception—three dimensional vision

Health Care Provider initials if restricted _____

Occasionally to continuously to plan cabinet project, panel layouts, machining wood and other finish products for 10 sec.-6 hrs at a time for up to 10 sec.-6 hrs. total in a workday while making furniture or casework.

Field of vision—observing an area that can be seen up and down or right or left while eyes are fixed on a given point

Health Care Provider initials if restricted _____

Occasionally to continuously to work from in shop for 10 sec.-6 hrs at a time for up to 10 sec.-6 hrs. total in a workday while working from ladders and scaffolding.

TEMPERAMENTS:

Directing, controlling or planning activities of others - occasionally

Performing repetitive or short-cycle work - occasionally

Influencing people in their opinions, attitudes and judgments – rarely to occasionally

Performing a variety of duties - continuously

Expressing personal feelings - rarely

Working alone or apart in physical isolation from others - frequently

Working effectively under stress – rarely to occasionally

Attaining precise set limits, tolerances and standards - continuously

Working under specific instructions – frequently to continuously

Working with others - occasionally
Making judgments and decisions – frequently to continuously

ENVIRONMENTAL FACTORS:

Work is performed in King county buildings including office, clinic, detention, jail, court and animal control settings

Workers may be exposed to:

- Outside weather - rarely
- Extreme cold - rarely
- Extreme heat - rarely
- Wet - rarely
- Humidity/dampness/Fumes - occasionally
- Odors - occasionally
- Dust - frequently
- Mist - rarely
- Gases - rarely
- Poor ventilation - frequently
- Moving mechanical parts - frequently
- Vibration - occasionally
- Working in high, exposed places - never
- Radiation – never
- Working with explosives - rarely
- Working with toxic or caustic chemicals - occasionally
- Other – may be required to work among prisoners

The noise level is loud

POTENTIAL MODIFICATIONS TO JOB

<u>Jeff Casem, VRC, King County</u> Signature & title of evaluator	_____	Date
_____ Signature & title of contact	_____	Date
_____ Signature & title of employee	_____	Date

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