

Job Analysis Form

Alternate Format Available



King County

SHORT FORM FOR PRE-EMPLOYMENT PHYSICALS

PATIENT NAME: _____

JOB TITLE: Track & Facilities Chief

DEPARTMENT: Transit, Light Rail

WORK SCHEDULE: Exempt

JOB DESCRIPTION: Supervises the maintenance and support personnel in the proper inspection, service, repair and maintenance of track, structure and facilities elements; development and updates of inspection, preventive and corrective maintenance programs; development and updates of Standard Operating Procedures, safety procedures and work rules.

WORK ENVIRONMENT: Field and Office.

ESSENTIAL FUNCTIONS: Maintain, update and manage track, structure and facilities inspection and maintenance programs. Participate in accident investigation teams and recommend corrective actions as necessary. Assign and verify inspections, service and repairs. Schedule work assignments for routine and special events. Prioritize maintenance tasks. Manage contract administration of maintenance and service providers. Assist in the development and management of budget. Oversee availability of supplies necessary to perform routine and special tasks. Administer personnel and discipline matters. Coordinate the work of contractors. Work closely with peers, management, and contractors to assure a safe, reliable and efficient Light Rail Operation. Assist with training and certification activities. Prepare correspondence, reports, procedures, and maintains records. May represent light rail at disciplinary hearings. Work in high places from mechanical lift devices to perform inspections. Operate company assigned vehicles including hy-rail and aerial lift equipment. Work both indoors and outdoors and in inclement weather. Properly enter and maintain safe area in confined spaces. Consults with engineering, warranty, safety, environmental, materials, transportation, and other staff in the development of maintenance programs and standard operating procedures. May be asked to work holidays, weekends, and evening hours. On call 24/7. Perform related duties as assigned.

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

