



TAHOE CITY PUBLIC UTILITY DISTRICT Job Analysis Form

JOB TITLE: Engineering Technician I/II

DEPT: Engineering

JOB SUMMARY: Under the supervision of an assigned supervisor, assists with the development and maintenance of the District's GIS, asset management and related programs and applications and performs technical engineering field and office work.

1. Gross Body Movements:

0% - 12% (Rarely) 13% - 33% (Occasionally) 34% - 66% (Frequently) 67% - 100% (Regularly)

Activity	Daily Frequency
A. Sitting	Regularly
B. Standing	Occasionally
C. Walking	Occasionally
D. Walking – uneven terrain	Occasionally
E. Driving	Occasionally
F. Hearing	Occasionally
G. Speaking	Occasionally
H. Seeing	Regularly

2. Job Specific Body Movements:

Occasionally (OCC) = 1/3 of time or less. Frequently (FREQ) = 1/3 – 2/3 of time. Continuously (CONT) = more than 2/3 of time.

Activity	Daily Frequency
A. Bending at Waist	OCC
B. Climbing (stairs/ladders/etc)	OCC
C. Crawling	N/A
D. Crouching	OCC
E. Kneeling	OCC
F. Pushing (10-30 lbs)	OCC
G. Pulling (10-30 lbs)	OCC
H. Stooping	N/A
I. Working at heights; 6 feet above/below ground	OCC
J. Working/Reaching above shoulder level	OCC
K. Working/Reaching below shoulder level	OCC
L. Working/Reaching at desk level	CONT

3. Lifting:

Occasionally (OCC) = 1/3 of time or less. Frequently (FREQ) = 1/3 – 2/3 of time. Continuously (CONT) = more than 2/3 of time.

Weight	Daily Frequency
A. 10 lbs or less	OCC
B. 11 to 25 lbs	OCC
C. 26 to 50 lbs.	OCC
D. 51 to 75	N/A
E. 76 to 100 lbs.	N/A
F. Over 100 lbs.	N/A

4. Hand Coordination Activities:

0% - 12% (Rarely) 13% - 33% (Occasionally) 34% - 66% (Frequently) 67% - 100% (Regularly)

Activity	Daily Frequency
A. Hand	
1. Pulling	Rarely
2. Pushing	Rarely
B. Fine Manipulation	
1. Typing/Keyboard	Regularly
2. Calculator	Occasionally
3. Writing	Occasionally
4. Hand Tools	Rarely
5. Equipment (nuts/bolts, etc)	Rarely
C. Simple Grasping	
1. Filing	Occasionally
2. Moving Computer Mouse	Regularly
3. Phone Receiver	Rarely
4. 3-Ring binder/files	Rarely
5. Manipulating maps	Frequently
6. Writing on clipboard	Occasionally
D. Power Grip	
1. Power Tools	Rarely
2. Equipment (shovel, etc)	Rarely
E. Arm	
1. Lateral Movement	Rarely
2. Rotation	Rarely

5. Height from floor of objects to be reached or worked on:

	Object	Height
A.	Maps	1 – 4 feet
B.	Boxes	1 – 6 feet
C.	Books/Documents	1 – 6 feet

6. Mental Requirements

	Activity	Daily Frequency
1.	Analyzing	Intermittent
2.	Identifying	Intermittent
3.	Interpreting	Continuous
4.	Knowing	Continuous
5.	Observing	Intermittent
6.	Problem Solving	Intermittent
7.	Remembering	Intermittent
8.	Understanding	Continuous
9.	Explaining	Intermittent

Reviewed/Approved by:



Date: 1/16/2015