



**TAHOE CITY PUBLIC UTILITY DISTRICT
Job Analysis Form**

JOB TITLE: Construction Inspector I/II

DEPT: Support Services

JOB SUMMARY: Under the general supervision of the Technical Services Supervisor, to perform work in materials testing and technical inspection of the construction, alteration, maintenance and repair of water and sewer projects, and to ensure that construction is in compliance with the approved plans and specifications and applicable regulations.

1. Gross Body Movements:

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

Activity	Daily Frequency
A. Sitting	Frequently
B. Standing	Occasionally
C. Walking	Occasionally
D. Walking – uneven terrain	Occasionally
E. Driving	Occasionally
F. Hearing	Regularly
G. Speaking	Regularly
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	FREQ
B. Climbing (stairs/ladders/etc)	OCC
C. Crawling	N/A
D. Crouching	OCC
E. Kneeling	OCC
F. Pushing (40 lbs)	OCC
G. Pulling (60 lbs)	OCC
H. Stooping	FREQ
I. Working at heights; (30) feet above/below ground	OCC
J. Working/Reaching above shoulder level	OCC
K. Working/Reaching below shoulder level	CONT
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	CONT
B. 11 to 25 lbs	OCC
C. 26 to 50 lbs.	OCC
D. 51 to 75	OCC
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	Frequently
2. Pushing	Occasionally
B. Fine Manipulation	
1. Typing/Keyboard	Regularly
2. Calculator	Occasionally
3. Writing	Frequently
4. Hand Tools	Occasionally
5. Equipment (nuts/bolts, etc)	Rarely
C. Simple Grasping	
1. Filing	Occasionally
2. Moving Computer Mouse	Regularly
3. Phone Receiver	Frequently
4. 3-Ring binder/files	Frequently
5. Manipulating maps	Occasionally
6. Writing on clipboard	Frequently
D. Power Grip	
1. Power Tools	Rarely
2. Equipment (shovel, etc)	Occasionally
E. Arm	
1. Lateral Movement	Frequently
2. Rotation	Frequently

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

Object	Height
A. APN files	7 ½ feet
B. Water and sewer facilities	Below ground level

6. Mental Requirements

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

Reviewed/Approved by: 

Date: 12/23/2015