



TAHOE CITY PUBLIC UTILITY DISTRICT
Job Analysis Form

JOB TITLE: Senior Operations Technician-Electrician

DEPT: Utilities

JOB SUMMARY: Under the direction of the Utilities Superintendent, oversees and performs a variety of skilled and specialized work in the installation, testing, maintenance and modification of electrical, electronics and instrumentation equipment on all water and wastewater facilities and maintenance buildings and yards throughout the District.

1. Gross Body Movements:

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

Activity	Daily Frequency
A. Sitting	Rarely
B. Standing	Regularly
C. Walking	Regularly
D. Walking – uneven terrain	Regularly
E. Driving	Regularly
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	CONT
B. Climbing (stairs/ladders/etc)	CONT
C. Crawling	OCC
D. Crouching	CONT
E. Kneeling	CONT
F. Pushing (75 lbs)	OCC
G. Pulling (75 lbs)	OCC
H. Stooping	CONT
I. Working at heights; (45 feet above/below ground)	FREQ
J. Working/Reaching above shoulder level	FREQ
K. Working/Reaching below shoulder level	FREQ
L. Working/Reaching at desk level	OCC

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	FREQ
C. 26 to 50 lbs.	FREQ
D. 51 to 75	OCC
E. 76 to 100 lbs.	OCC
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	Frequently
B. Fine Manipulation	
1. Typing/Keyboard	Rarely
2. Calculator	Rarely
3. Writing	Occasionally
4. Hand Tools	Regularly
5. Equipment (nuts/bolts, etc)	Regularly
C. Simple Grasping	
1. Filing	Rarely
2. Moving Computer Mouse	Rarely
3. Phone Receiver	Rarely
4. 3-Ring binder/files	Rarely
5. Manipulating maps	Rarely
6. Writing on clipboard	Rarely
D. Power Grip	
1. Power Tools	Regularly
2. Equipment (shovel, etc)	Regularly
E. Arm	
1. Lateral Movement	Regularly
2. Rotation	Regularly

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

Object	Height
A. Electrical panels	7 feet
B. Pole mounted equipment	45 feet

6. Mental Requirements

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

Reviewed/Approved by: 

Date: 1/30/2015