



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

JOB TITLE: Construction Inspector I/II, Senior Construction Inspector

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: June 13, 2018