



JOB TASK ANALYSIS

Employer:	Stanislaus County
Occupation:	Equipment Mechanic and Lead
Company Contact:	CEO-Recruitment Unit
Date:	October 2002

Analysis Provided By: Lyle Andersen, PT, CWCE
Andersen & Baim Physical Therapy, Inc.
3500 Coffee Road, Suite 3
Modesto, California 95355
(209) 549-4626

INTRODUCTION:

The job description for this document was provided by Stanislaus County. The environmental factors, physical and functional demands for this Job Task Analysis were documented by Andersen & Baim Physical Therapy, Inc. The methodology for documentation consisted of on-site visits, using various measuring devices such as dynamometers and scales, as well as observation and interviews with employees and managers. A detailed record was made of the physical and functional demands of the job in terms of force pounds, weight, frequency, height, distance, anthropometric measurements, stamina, and degrees of range of motion. The determination of the frequencies of functional activities are based on standards provided by the National Institute for Occupational Safety and Health (NIOSH) and the Work Practice Guide for Manual Lifting (U.S. Department of Commerce, National Technical Information Service).

The Job Task Analysis is organized as follows: General work description and specific duties; safety requirements; uniform/equipment; required job-related knowledge, education, ability, and experience; union; environmental factors; and physical/functional demands.

Chief Executive Office – Recruitment Unit
P.O. Box 3404, Modesto, CA 95354 Phone (209) 525-6341 Fax (209) 525-4056

Chief Executive Office – Risk Management Division
P.O. Box 1723, Modesto, CA 95354 Phone (209) 525-5710 Fax (209) 525-5779

GENERAL WORK DESCRIPTION:

The frequency of the following activities may vary according to the physical requirements of the specific job tasks that the employee may be required to perform at random intervals.

Under the general supervision of the department manager, the Equipment Mechanic & Lead, performs journey level work as a mechanic. Supervises mechanics and other garage employees engaged in the services, repairs and maintenance of light duty trucks, boat motors, tractors and automotive and small engine equipment.

ESSENTIAL FUNCIONS – SPECIFIC DUTIES

The Following Reflects the Essential Job Task Functions:	Essential/Marginal Task(s)
Task 1: Examines and locates mechanical defects in a wide variety of automotive, light duty trucks, boat motors, and small equipment powered by gasoline, compressed natural gas and diesel.	Essential
Task 2: Supervises, assigns, evaluates and reviews the work of mechanics and other division personnel in the repair, maintenance and servicing of County vehicles and other equipment. Perform full mechanic duties when required.	Essential
Task 3: Determines service and repair work to be done according to equipment condition, equipment maintenance records and driver complaints.	Essential
Task 4: Receives written verbal and special orders from auto and other equipment users.	Essential
Task 5: Checks storeroom for sufficient stock level and co-authorizes the ordering of parts, supplies and tools as needed.	Essential
Task 6: Diagnoses difficult problems regarding servicing and maintenance of equipment.	Essential
Task 7: Maintains detailed written records of work performed and parts and materials used and MSDS paperwork.	Essential
Task 8: Decides whether equipment can be repaired in the field or must be returned to the shop.	Essential
Task 9: Reviews work orders and establishes priorities.	Essential

Safety Requirements: All employees are required to observe company safety procedures and standards to insure individual and collective safety, in addition to avoiding unnecessary risk to oneself, co-workers, customers, and property.

UNIFORM:

1. Hearing protection.
2. Eye protection.
3. Hand wear protection.
4. Respiratory protection.
5. Steel toe shoes and uniforms (pants and shirts).

EQUIPMENT:

1. Vehicle
2. Computer / printer
3. Keyboard
4. Mouse
5. Printer
6. Copier
7. Facsimile
8. Vehicle diagnostic equipment
9. Power/hand tools/equipment
10. Jacks
11. Hydraulic lifts
12. Air tools
13. Torch
14. Grinders
15. Welders
16. Plasma cutter
17. Drill press
18. Chopsaw
19. Hydraulic floor jack
20. Tire machine
21. Tire balancer
22. Brake lache
23. Hoist
24. Car lifts
25. Puller
26. Steam cleaner
27. Routine maintenance tools
28. Calculator
29. Mobile/portable radio

KNOWLEDGE:

- 1.) The operating principles of automotive equipment and other equipment powered with gasoline.
- 2.) Automotive emission control standards.
- 3.) Federal and state motor carrier safety regulations.
- 4.) Principles of preventive maintenance.
- 5.) Smog requirements.
- 6.) Office skills, computer programs, system analysts for faster CCG systems.

ABILITY/QUALIFICATIONS:

- 1.) Equip emergency vehicles, undercover cars and/or install auto related special equipment, such as hydraulic lifts, electrical components, drivability diagnostics.
- 2.) Supervise, assign and evaluate the work of subordinates.
- 3.) Diagnose malfunctions and repair, rebuild and adjust gasoline engines.
- 4.) Prepares and maintains records of work orders, work completed, parts and materials used.

EXPERIENCE/QUALIFICATIONS:

- 1.) Five years of journey level experience as an automotive mechanic. Experience must include rebuilding engines, transmission, front suspension and differentials.
- 2.) Successful completion of a post-offer, pre-placement physical abilities test.

All employees within the Lead Equipment Mechanic position are required to provide physical assistance for all weight and frequency requirement needs of all job tasks in order to maintain a safe work environment. Employees must be physically capable of working in any of the job tasks within the Lead Equipment Mechanic and Equipment Service Technician position.

WORK HOURS:

Monday through Friday
8:00 a.m. to 5:00 p.m.

UNION:

American Federation of State, County and Municipal Employees, Local 10, Optional

ENVIRONMENTAL FACTORS

The following percentages are given in terms of an eight-hour workday:

Seldom = 1% - 2%

Occasional = 3% - 33%

Frequent = 34% - 66%

Continuous = 67% - 100%

ENVIRONMENTAL FACTORS		MAXIMUM FREQUENCY
1.	Unprotected heights: ladder, step stool	Seldom
2.	Being around moving machinery: motorized heavy and light equipment	Occasional
3.	Exposure to marked changes in temperature and humidity: outside temperatures vary between 28-110 degrees.	Seldom
4.	Exposure to dust, fumes, smoke, gases, or other irritating substances (specify):	Occasional
5.	Driving: vehicle	Occasional
6.	Exposure to excessive noise: Hearing protection is available. Sound levels produced up to 85dB.	Seldom
7.	Exposure to radiant or electrical energy:	Seldom
8.	Exposure to solvents or chemicals:	Seldom
9.	Exposure to slippery or uneven walking surfaces:	Occasional
10.	Working below ground:	Not Applicable
11.	Unusual fatigue factors:	Not Applicable
12.	Working with explosives: gas, battery acid, solvents	Seldom
13.	Excessive vibration: air guns.	Seldom
14.	Working with hands in water or other substance: grease, oil, cleaners	Occasional
15.	Working proximity: Alone - Closely with others -	Occasional Continuous
16.	Working inside:	Continuous
17.	Working outside:	Occasional

FUNCTIONAL ACTIVITIES

The frequency of the following activities may vary according to the physical requirements of the specific job tasks the employee may be required to perform at random intervals.

The following percentages are given in terms of an eight-hour workday:

Seldom = 1% - 2%	Frequent = 34% - 66%
Occasional = 3% - 33%	Continuous = 67% - 100%

1) PUSH: *Pushing activities may require use of the back flexors and extensors in conjunction with bicep/tricep musculature.*

	MAXIMUM REQUIREMENT	
0-10 Pounds:	Frequent	
11-25 Pounds:	Occasional	
26-35 Pounds:	Occasional	
36-50 Pounds:	Seldom	
51-75 Pounds:	Not Required	
76-100 Pounds:	Not Required	MAXIMUM FORCE: 50 Pounds

Assistive Devices: 4-Wheeled Cart, Hand Truck. Additionally, one or more person(s) assistance is available with forces greater than 50 pounds.

Comments: Pushing is utilized with activities such as retrieving, returning, storing, adjusting, moving, transporting, equipment, controls, repairing, inspecting, maintaining, supplies (e.g. tools, tires, carts, doors). The employee exerts up to 50 pounds of force in a horizontal plane from waist to shoulder height of a distance up to 50-feet when performing job tasks (e.g. push to utilize hand and power tools; installing tires; inspection of vehicle body parts; tool cart; tire rolling; battery and tire cart; applying torque to wrenches; open/close drawers, files).

2) PULL: *Pulling activities may require use of the back flexors and extensors in conjunction with bicep/tricep musculature.*

	MAXIMUM REQUIREMENT	
0-10 Pounds:	Frequent	
11-25 Pounds:	Occasional	
26-35 Pounds:	Occasional	
36-50 Pounds:	Seldom	
51-75 Pounds:	Not Required	
76-100 Pounds:	Not Required	MAXIMUM FORCE: 50 Pounds

Assistive Devices: 4-Wheeled Cart, Hand Truck. Additionally, one or more person(s) assistance is available with forces greater than 50 pounds.

Comments: Pulling is utilized with activities such as retrieving, returning, storing, adjusting, moving, transporting, repairing, inspecting, maintaining, equipment, controls, supplies (e.g. tools, tires, carts). The employee exerts up to 50 pounds of force in a horizontal plane from waist to shoulder height of a distance up to 5-feet when performing job tasks (e.g. pull to utilize hand and power tools; remove tires; inspection of vehicle body parts; tool cart; battery and tire cart; applying torque to wrenches; open/close drawers, files, doors). *Pushing is the preferred method of moving carts.*

3) STAND-UP LIFT: *Lifting weighted objects between floor and waist height level.*

MAXIMUM REQUIREMENT	
0-10 Pounds:	Frequent
11-25 Pounds:	Occasional
26-35 Pounds:	Occasional
36-50 Pounds:	Seldom
51-75 Pounds:	Seldom
76-100 Pounds:	Not Required

MAXIMUM FORCE: 75 Pounds

Assistive Devices: One or more person(s) assistance is available with weights greater than 75 pounds.

Comments: A stand-up lift is utilized with activities such as retrieving, returning, storing, adjusting, moving, transporting, repairing, inspecting, maintaining, equipment, controls, supplies (e.g. vehicle parts, tools; miscellaneous paper documents). The employee lifts items weighing between <1 pounds and 75 pounds from/to 36 inches off the floor when performing job tasks (e.g. lift up to 75-pound tires; up to 50-pound miscellaneous parts; up to 50-pound battery; up to 45-pound fuel/oil containers; up to 40-pound exterior vehicle apparatus; miscellaneous brakes, rotors, drums; up to 10 pound miscellaneous hand and power tools; automotive testing equipment; up to 10-pound hand or armfuls of documents, forms, brochures, binders, reference material, catalogs, reports).

4) LEVEL LIFT: *Lifting weighted objects from between waist and chest height level for a maximum horizontal distance of up to four feet.*

MAXIMUM REQUIREMENT	
0-10 Pounds:	Frequent
11-25 Pounds:	Occasional
26-35 Pounds:	Occasional
36-50 Pounds:	Seldom
51-75 Pounds:	Seldom
76-100 Pounds:	Not Required

MAXIMUM FORCE: 75 Pounds

Assistive Devices: 4-Wheeled Cart, Hand Truck. Additionally, one or more person(s) assistance is available with weights greater than 75 pounds.

Comments: A level lift is utilized with activities such as retrieving, returning, storing, adjusting, moving, transporting, repairing, inspecting, maintaining, equipment, controls, supplies (e.g. vehicle parts, tools). The employee lifts items weighing between <1 pounds and 75 pounds from/to 36 inches off the floor when performing job tasks (e.g. lift up to 75-pound tires; up to 50-pound miscellaneous parts; up to 50-pound battery; up to 45-pound fuel/oil containers; up to 40-pound exterior vehicle apparatus; miscellaneous brakes, rotors, drums; up to 10-pound miscellaneous hand and power tools; automotive testing equipment; opening vehicle hood; up to 10-pound hand or armfuls of documents, forms, brochures, binders, reference material, catalogs, reports).

5) WEIGHT CARRY: *Carrying weighted objects between waist and chest height level beyond a distance of four feet.*

MAXIMUM REQUIREMENT

0-10 Pounds:	Frequent
11-25 Pounds:	Occasional
26-35 Pounds:	Seldom
36-50 Pounds:	Seldom
51-75 Pounds:	Not Required
76-100 Pounds:	Not Required

MAXIMUM FORCE: 50 Pounds

Assistive Devices: 4-Wheeled Cart, Hand Truck. Additionally, one or more person(s) assistance is available with weights greater than 50 pounds.

Comments: Weight carry is utilized with activities such as retrieving, returning, storing, adjusting, moving, transporting, repairing, inspecting, maintaining, equipment, controls, supplies (e.g. vehicle parts, tools; miscellaneous paper documents). The employee lifts items weighing between <1 pounds and 50 pounds from/to 36 inches off the floor when performing job tasks (e.g. lift up to 75-pound tires; up to 50-pound miscellaneous parts; up to 50-pound battery; up to 45-pound fuel/oil containers; up to 40-pound exterior vehicle apparatus; miscellaneous brakes, rotors, drums; up to 10 pound miscellaneous hand and power tools; automotive testing equipment; opening vehicle hood; up to 10-pound hand or armfuls of documents, forms, brochures, binders, reference material, catalogs, reports).

6) OVERHEAD LIFT/PULL DOWN: Lifting weight from/to chest and overhead height level**MAXIMUM REQUIREMENT**

0-10 Pounds:	Occasional
11-25 Pounds:	Seldom
26-35 Pounds:	Not Required
36-50 Pounds:	Not Required
51-75 Pounds:	Not Required
76-100 Pounds:	Not Required

MAXIMUM FORCE: 20 Pounds

Assistive Devices: A vertical ladder, step ladder or step stool is available to bring items to eye or shoulder level. Additionally, one or more person(s) assistance is available with weights greater than 20 pounds.

Comments: Overhead lift/pull down is utilized with activities such as retrieving, returning, storing, adjusting, moving, transporting, equipment, controls, supplies (e.g. tools, external vehicle apparatus, parts; miscellaneous paper documents). The employee lifts items weighing between <1 pounds and 20 pounds to a maximum height of 84 inches when performing job tasks (e.g. reach to lift hand and power tools; patrol light bar apparatus; vehicle parts; retractable reeled hose nozzle; up to 10-pound hand or armfuls of documents, forms, brochures, binders, reference material, catalogs, reports). *Variables to overhead reaching will be the employee's height and anthropometric reach.*

7) OVERHEAD REACH:**MAXIMUM FREQUENCY:** Occasional

Comments: Overhead reach is performed to a maximum height of 84 inches when retrieving, returning, storing, adjusting, repairing, maintaining, inspecting equipment, supplies (e.g. reach for retractable reeled hose nozzle; under carriage work under hoist; elevated vehicle apparatus; miscellaneous vehicle components, parts, miscellaneous paper documents; up to 10-pound hand or armfuls of documents, forms, brochures, binders, reference material, catalogs, reports; maintaining inventory). *A ladder (appropriate height) or step stool may be utilized to bring items to eye or shoulder level. Variables to overhead reaching will be the employee's height and anthropometric reach.*

8) FORWARD REACH:**MAXIMUM FREQUENCY:** Frequent

Comments: Forward reach is performed to a maximum distance of 32-inches when retrieving, returning, storing, adjusting, moving, transporting, inspecting, repairing, maintaining, equipment, controls, supplies (e.g. reach for maintenance or repair of brakes, tires, engine, apparatus components, water pump, electrical system, fuel pump, fuel tank, pulleys; service transmission, cooling system, air conditioning system; desk top work, maintaining inventory). *The degree of elbow extension required for reaching will vary according to the employee's anthropometric reach.*

9) STOOP:

MAXIMUM FREQUENCY: Occasional

Comments: Stooping is performed when retrieving, returning, storing, adjusting, moving, transporting, inspecting, repairing, maintaining, equipment, controls, supplies (e.g. stoop for maintenance or repair of brakes, tires, engine, apparatus components, water pump, electrical system, fuel pump, fuel tank, pulleys; service transmission, cooling system, air conditioning system; advising mechanics of repair; instruct in proper use of tools and equipment). *Variable to stooping will be the employee's height. Stooping of the head, trunk and knees can be minimized or avoided by substituting alternate positions of squatting, kneeling or bending when performing job tasks.*

10) SQUAT: (Unloaded)

MAXIMUM FREQUENCY: Seldom

Comments: Squatting is performed when inspecting equipment (e.g. squat to reach below waist height for preventative maintenance; inspection of under carriage; climb to/from creeper cart). *Squatting may be minimized or avoided by substituting alternate positions of bending or kneeling. Partial squatting is a preferred lifting posture.*

11) FORWARD BEND:

MAXIMUM FREQUENCY: Frequent

Comments: Bending forward at the waist is performed when retrieving, returning, adjusting, moving, transporting, equipment, controls, supplies (e.g. bend to reach near or far below waist height for maintenance and repair of brakes, tires, engine, apparatus components, water pump, electrical system, fuel pump, fuel tank, pulleys; service transmission, cooling system, air conditioning system). *Maximum forward trunk flexion required is 80 degrees. Employee may avoid, at times, excessive forward bending of the trunk up to 80 degrees by using alternate positions of bending at the hips, kneeling, half kneeling, stooping, sitting or squatting.*

12) TWIST:

MAXIMUM FREQUENCY: Occasional

Comments: Twisting at the waist is performed when retrieving, returning, adjusting, moving, transporting, equipment, controls, supplies (e.g. twist when performing work under vehicle dashboard; miscellaneous maintenance and repair job assignments; operate/utilize miscellaneous hand and power tools). *Twisting at the waist may be minimized by turning the whole body, including the feet and working from a swivel chair during office work.*

13) TURN:

MAXIMUM FREQUENCY: Occasional

Comments: Turning is performed when retrieving, returning, adjusting, moving, transporting, equipment, controls, supplies (e.g. turn to reach near or far below waist height for maintenance and repair of brakes, tires, engine, apparatus

components, water pump, electrical system, fuel pump, fuel tank, pulleys; service transmission, cooling system, air conditioning system; advising mechanics of repair; instruct in proper use of tools and equipment; diagnosis and/or appraisal of equipment; repair and maintenance analysis; operate/utilize miscellaneous hand/power tools).

14) KNEEL:

MAXIMUM FREQUENCY: Seldom

Comments: Kneeling is performed when inspecting, repairing, maintaining equipment (e.g. kneel when checking vehicle fuses; electrical and other light driveway repairs; trouble shooting; operating testing equipment). *Kneeling may be minimized or avoided by substituting alternate positions of bending, squatting, or half kneeling.*

15) CRAWL:

MAXIMUM FREQUENCY: Seldom

Comments: Crawling is performed when inspecting equipment (e.g. vehicle under carriage inspection for leaks, radales, damage, breaks, wear and tear).

16) STAIR CLIMB:

MAXIMUM FREQUENCY: Not Required

Comments: Stair climb is not required to perform job tasks.

17) LADDER CLIMB:

MAXIMUM FREQUENCY: Seldom

Comments: Ladder climbing is performed onto/off of safety ladders or steps to access equipment and supplies located 8 feet above floor level (e.g. climb for maintenance and repair; vehicle inspection; miscellaneous elevated equipment; worksite analysis). *Variables to overhead climbing will vary according to the employee's height and anthropometric reach.*

18) WALK:

MAXIMUM FREQUENCY: Frequent

Comments: Walking is performed when retrieving, returning, storing, adjusting, moving, transporting, equipment, controls, supplies (e.g. travel to/from tool box, work bench, vehicles, parts department, office; performing repair, maintenance and inspection of vehicles; to/from main office/shop/office, storage yard; off-site field visit; meeting site). Walking length varies between 3 feet and 200 feet depending on job task.

19) SIT:

MAXIMUM FREQUENCY: Occasional

Comments: Sitting is performed for a maximum of 30 minute intervals when inspecting, repairing, maintaining equipment (e.g. sit while performing dash or steering column work; vehicle road testing).

20) STAND: (Static)

MAXIMUM FREQUENCY: Frequent

Comments: Static standing is performed for a maximum of 30 minute intervals when retrieving, returning, storing, adjusting, moving, transporting, inspecting, repairing, maintaining, equipment, controls, supplies (e.g. stand for maintenance or repair of brakes, tires, engine, apparatus components, water pump, electrical system, fuel pump, fuel tank, pulleys; service transmission, cooling system, air conditioning system; desk top work; meetings; operating equipment; driving vehicle).

21) BALANCE:

MAXIMUM FREQUENCY: Continuous

Comments: Good balance is required for safe walking, standing, climbing and lifting.

22) OPERATE HAND/FOOT CONTROLS:

	MAXIMUM REQUIREMENT
HAND:	
Right:	Occasional
Left:	Occasional
Both:	Occasional
Either:	Occasional
FOOT:	
Right:	Occasional
Left:	Occasional
Both:	Not Required
Either:	Occasional

Comments: Hand controls are utilized to operate equipment (e.g. hand and power tools; vehicle, shop machinery) when retrieving, returning, storing, adjusting, moving, transporting, equipment, controls, supplies (e.g. operating shop tools and machinery; vehicle road testing). Foot controls are utilized to operate equipment (e.g. vehicles, forklift, tire machine, truck).

23) UPPER AND LOWER EXTREMITY COORDINATION:

	MAXIMUM REQUIREMENT
Simple Grasping:	Frequent
Firm Grasping:	Frequent
Fine Manipulation:	Occasional
Eye/Hand Coordination:	Frequent

Hand/Foot Coordination: Occasional

Comments: Grasping and coordination activities are performed when retrieving, returning, storing, adjusting, moving, and/or transporting product, equipment, controls, and supplies (e.g. vehicle, miscellaneous paper documents, tools).

Comments: Grasping and coordination activities are performed when retrieving, returning, storing, adjusting, moving, transporting equipment, controls and supplies (e.g. tools, components, parts, vehicles).

Simple grasping is utilized to perform job tasks (e.g. lifting and handling objects weighing 5 pounds or greater; operating hand and power tools; driving vehicles).

Firm grasping is utilized to perform job tasks (e.g. lifting and handling objects weighing 5 pounds or greater; operating hand and power tools; operating truck; applying torque to wrenches).

Fine manipulation is utilized to perform job tasks (e.g. keyboard, handwriting, wiring, soldering, adjusting controls; utilizing small wires, nuts, bolts).

Eye/hand coordination is utilized to perform job tasks (e.g. keyboard, handwriting, wiring, soldering, adjusting controls; utilizing small wires, nuts, bolts; driving vehicle).

Hand/foot coordination is utilized to perform job tasks (e.g. operating and driving forklift, truck and vehicles).

Depending on individual hand dominance, one hand may be used more frequently than the other when performing job tasks.

24) CERVICAL RANGE OF MOTION:

	MAXIMUM REQUIREMENT
Static neutral position:	Occasional
Flexing:	Frequent
Rotating:	Occasional
Extending:	Occasional

Comments: Neck movement is required when performing job tasks (e.g. housekeeping; inspecting, repairing, maintaining vehicles; desk top work; advising mechanics of repair; instruct in proper use of tools and equipment; diagnosis and/or appraisal of equipment; driving vehicle, heavy equipment). *Participating in observation of work environment allowing for safe working conditions. Full cervical range of motion is required to safely perform the job tasks.*

END OF REPORT

Stanislaus County Job Task Analysis

Enclosed are the results of the Essential and Marginal Functions of the Job Task Analysis that were obtained for the position of **Equipment Mechanic & Lead**.

Please note the specific summary of maximum weight and frequency requirements:

Stanislaus County	
<i>Job Task Analysis Summary</i>	
Equipment Mechanic & Lead	
<i>Functional Activities</i>	<i>Maximum Requirements</i>
<i>Push (Force)¹</i>	50 pounds
<i>Pull (Force)¹</i>	50 pounds
<i>Stand Up Lift¹</i>	75 pounds
<i>Level Lift¹</i>	75 pounds
<i>Weight Carry¹</i>	50 pounds
<i>Overhead Lift/Pull Down¹</i>	20 pounds
<i>Overhead Reach¹</i>	Occasional
<i>Forward Reach¹</i>	Frequent
<i>Stoop¹</i>	Occasional
<i>Squat (Unloaded)</i>	Seldom
<i>Forward Bend¹</i>	Frequent
<i>Twist¹</i>	Occasional
<i>Turn¹</i>	Occasional
<i>Kneel¹</i>	Seldom
<i>Crawl</i>	Seldom
<i>Stair Climb¹</i>	Not Required

¹ The critical demands of the job.

<i>Job Task Analysis Summary (Continued)</i>	
Equipment Mechanic & Lead	
<i>Functional Activities</i>	<i>Maximum Requirements</i>
<i>Ladder Climb</i> ¹	Seldom
<i>Walk</i> ¹	Frequent
<i>Sit</i> ¹	Occasional
<i>Stand (Static)</i> ¹	Frequent
<i>Balance</i> ¹	Continuous
<i>Operate Hand Controls</i> ¹	Occasional
<i>Operate Foot Controls</i> ¹	Occasional
<i>Simple Grasp</i> ¹	Frequent
<i>Firm Grasp</i> ¹	Occasional
<i>Fine Manipulation</i> ¹	Frequent
<i>Eye/Hand Coordination</i> ¹	Seldom
<i>Cervical Range of Motion</i> ¹	Frequent

Lyle Andersen, PT

Date:
Lyle Andersen, PT, CWCE
Preparer Signature

Steven W. DePass Date: *9/17/04*
Contact Person
Title *Fleet Manager*

Date:
Contact Person
Title *David H. Volner* Date: *8/4/04*
Contact Person
Title

¹ The critical demands of the job.

LA/cm