

Job Demands Analysis: Inspections and Notifications (Light Duty)

Company Name: City of Richmond – Sewer and Drainage (Sanitary Sewer) Department

Job Title: Assist Maintenance Crew with Inspections and Notifications (Light Duty)

General Work Environment:

- Outdoor (temperature is dependent on weather)
- Driving a city vehicle (possibly)
- Required to wear steel toed boots, safety vest/overalls

Work Hours/Breaks: 7:30am-4:00pm, (2) X 10 minute rest breaks, (1) X 30 minute lunch break

Tools used may include: metal detector, meter wheel, clipboard and pen/marker.



1. Metal Detector



2. Meter Wheel

Job Task Categories:

- 1) Driving a city vehicle – through out the City of Richmond to appropriate destination.
- 2) Reading a list of addresses on a map to locate areas of inspection.
- 3) Using tools such as a metal detector to locate water valve covers, meter wheel to measure to property lines.
- 4) Hand delivering paper notifications to residents to inform of inspection dates.

Functional Requirements:

GENERAL FUNCTIONS:	AMOUNT:	% OF WORKDAY	DESCRIPTION/COMMENTS
Walking	Variable distances	33-66%	<ul style="list-style-type: none"> ▪ To/from van to worksite ▪ Walking over various surfaces outside: including grass/mud hills, uneven terrain, roads, sidewalks
Standing	Sustained	1-33%	<ul style="list-style-type: none"> ▪ Static standing when recording location
Climbing		1-33%	<ul style="list-style-type: none"> ▪ Climbing in/out of the van
Sitting/Driving	Variable, Up to 10 minutes continuously	1-33%	<ul style="list-style-type: none"> ▪ Operation of vehicle (typically automatic) – within the City of Richmond
Kneeling / Crouching / Stooping	Variable	1-33%	<ul style="list-style-type: none"> ▪ May vary depending on work style, as needed when accessing workspaces (i.e. locating valve covers in difficult locations) – Worker is not required to extensively locate if too difficult
Neck positioning	Flexion, rotation	33-66%	<ul style="list-style-type: none"> ▪ When viewing work spaces on the ground (flexion) ▪ When driving (rotation) – i.e. shoulder checking
Reaching	In front, to the side	33-66%	<ul style="list-style-type: none"> ▪ May vary depending on work style and may be repetitive or sustained when operating metal detector and operation of steering wheel ▪ Overhead reaching is not required
MATERIALS HANDLING:	AMOUNT:	% OF WORKDAY	DESCRIPTION/COMMENTS
Handling / Grasping	Power Grasp	33-66%	<ul style="list-style-type: none"> ▪ 1-2 handed grasp of steering wheel, up to 10 minutes continuously ▪ 1-2 handed grasp of tools/equipment (handles: power grasp), pen
Lifting/Carrying	Light	1-33%	<ul style="list-style-type: none"> ▪ Items handled may include: Metal detector – 1.5 kg/3.3 lbs, Meter wheel – 1.5 kg/3.3 lbs
Pushing / pulling	Light resistance	1-33%	<ul style="list-style-type: none"> ▪ Pushing meter wheel over various distances

**Consider for upper and lower extremity injuries, back injuries. With the opportunity to self-pace, and take rest breaks when needed.*