

Job Demands Analysis: Truck Inspection and Cleaning (Light Duty)

Company Name: City of Richmond – Water Department

Job Title: Truck Inspection and Cleaning (Light Duty)

General Work Environment:

- Outdoor (temperature is dependent on weather)
- Driving a city vehicle (Van)
- 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: water hose to clean out vehicle, cloth to wipe down surfaces, clipboard and pen/marker.



1.Ex. shelving units



2.Trailer



3.Side of Truck

Job Task Categories:

- 1) Driving a city vehicle – through out the City of Richmond to appropriate destination
- 2) Approximately 1-2 hours to clean and organize a work truck/van
- 3) Remove garbage and place into bags, de-clutter shelving units and organize light tools and equipment, hose out the inside and outside of truck if needed
- 4) Record location and number of manuals on checklist

Functional Requirements:

GENERAL FUNCTIONS:	AMOUNT:	% OF WORKDAY	DESCRIPTION/COMMENTS
Walking	Variable distances	33-66%	▪ To/from vehicle to worksite
Standing	Sustained	33-66%	▪ Static standing when cleaning
Climbing	Up to 20” step into vehicle	1-33%	▪ Climbing in/out of the vehicle
Sitting/Driving	Variable, Up to 10 minutes continuously	1-33%	▪ Operation of vehicle (typically automatic) – within the City of Richmond
Kneeling / Crouching / Stooping	Variable	1-33%	▪ May vary depending on work style, as needed when accessing workspaces below waist level
Neck positioning	Flexion, rotation	33-66%	▪ When viewing work spaces on the ground (flexion) ▪ When driving (rotation) – i.e. shoulder checking
Reaching	Within Arms Reach	33-66%	▪ May vary depending on work style and may be repetitive or sustained during cleaning ▪ Overhead reaching may occur on an occasional basis when accessing workspaces above head level – not required if too difficult
MATERIALS HANDLING:	AMOUNT:	% OF WORKDAY	DESCRIPTION/COMMENTS
Handling / Grasping		33-66%	▪ 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, Floor to Shoulder	1-66%	▪ Items handled may include light tools and equipment – up to 10 lbs
Pushing / pulling	Light resistance	1-33%	▪ When placing items into place

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