



# Bock Consulting

## Job Analysis

Job Title	PCS "Composite Worker" (Cross-Trade Work)	Worker	
DOT Number	869.687-026	Claim Number	
Employer	Port of Seattle	Employer Phone #	(206) 787-3000
Employer Contact	Terry Dix	Date of Analysis	2/15/07; 3/21/2017

- Job of Injury   
 Transferable Skills Job   
 New Job   
 8 Hours Per Day   
 5 Days Per Week

### Job Description, Essential Functions, Tasks and Skills:



The Port of Seattle is a municipal corporation created on September 5, 1911 by the voters of King County. The Port of Seattle is divided into operating divisions, plus other departments that support the divisions and the broad mission of the Port.

Port Construction Services ("PCS") is a group within the Port of Seattle that functions as a provider of small works construction services to the Aviation and Maritime Divisions at the Port of Seattle.



PCS employs tradesmen specializing in specific trades: Laborers, Machine/Equipment Operators, Truck Drivers, Carpenters/Pilebucks, Cement Masons, Millwrights, and Iron Workers. There are times when a specific skill set is not immediately required on a project. When this occurs, workers from one trade will assist co-workers in other trades with selected basic tasks. When a worker from one trade helps another trade, this is called "cross-trade work."

This Composite Worker job analysis was specifically developed in an effort to identify the types of tasks and physical demands encountered by PCS workers when performing cross-trade work.

**Note: This position can be used as part of a graduated return-to-work plan, as tasks assigned to workers in this position can be modified to accommodate medical restrictions related to an industrial injury.**

### Potential Cross-Trade Work Tasks

Many of the tasks are similar to tasks assigned to Laborers, including:

- Cleaning/preparing project sites, including setting up traffic control cones and signs.





***Job Analysis: "Composite Worker" – Port Construction Services (PCS) – Port of Seattle  
DOT # 869.687-026***

- Cleaning rubble/debris.
- Assisting with scaffolding erection.
- Digging, spreading, and leveling dirt and gravel, using pick and/or shovel.
- Moving dirt and gravel using wheelbarrows or other types of wheeled carts.
- Lifting, carrying, and holding building materials, tools, and supplies.
- Cleaning tools, equipment, and materials.
- Guiding objects, such as jersey barriers, trench boxes, pipes, or water tanks, into place when suspended by a lift or crane.
- Spraying water at project sites to reduce/control dust.
- Moving excess furniture into storage.
- Returning excess construction materials and supplies to the PCS yard.



Necessary skills and abilities may include:

- Knowledge of materials, methods, and tools used in the construction industry.
- Ability to work independently, but also within a team as required. Ability to take initiative and be responsible for getting assigned tasks completed in a timely manner.
- Ability to follow directions closely and be detail oriented while working.
- Having the skills to identify the best way to accomplish tasks in an efficient and safe manner.
- Ability to utilize critical thinking and judgment in defining, analyzing, and resolving problems.
- Ability to demonstrate effective judgment and decision making.
- Ability to safely use and work around power and hand tools, power equipment, and various types of motorized/powered vehicles.
- Ability to work in a professional manner, as PCS personnel may encounter Port tenants or the public while working.
- Ability to communicate effectively, both verbally and in writing.
- Good interpersonal skills (including on two-way radio).
- Being able to work in any kind of weather, potentially from a boat.
- Working knowledge of Windows-based computers and related accessories. Working knowledge of time tracking software, and electronic mail software.





***Job Analysis: "Composite Worker" – Port Construction Services (PCS) – Port of Seattle  
DOT # 869.687-026***

Machinery, Tools, Equipment, Personal Protective Equipment

- Hand and power tools, including shovels, picks, rakes, tampers, levels, measuring tapes, and other tools.
- Wheelbarrows and wheeled carts.
- Hand trucks and moving dollies.
- Manlifts or other personnel lifts.
- Ladders.
- Buckets. Garbage cans.
- Work trucks. Forklifts.
- Water trucks and water spraying equipment/hoses.
- Traffic cones and barrels.
- 2-way radios. Cellular phones.
- Windows-based computers, and related accessories and software.



Workers are required to wear a safety vest and substantial leather boots/shoes with a non-slip sole while working. Eye and ear protection, hard hats, respirators, steel-toed foot-wear, and protective suits are worn as required. Workers may also wear gloves, rain gear, and kneepads. Job Hazard Analyses are available for review prior to starting jobs if there is a question regarding required PPE.

Education / Training

**MINIMUM QUALIFICATIONS:**

- High school diploma or GED equivalent.
- Completion of trade-specific training/apprenticeship program. Membership in trade-specific Union.
- Valid Washington State Driver's License.
- Must be able to pass pre-employment drug test, and pass a FAA/Transportation Security Administration background check. Workers are fingerprinted for FBI background check.
- Training and/or enough hands-on experience with computers to have a working knowledge of Windows-based computers, related accessories, keyboarding, data entry, and electronic mail software.

**PREFERRED QUALIFICATIONS:** Washington State Traffic Control Card.

While employed, workers are required to participate in various training: hazardous material handling training, forklift operation training, confined space training, respirator fit testing, and other training.

Per the Dictionary of Occupational Titles (DOT): 869.687-026 Construction Worker II  
Specific Vocational Preparation (SVP): 2 (Thirty days or less)



**Job Analysis: “Composite Worker” – Port Construction Services (PCS) – Port of Seattle  
 DOT # 869.687-026**

**COGNITIVE AND BEHAVIORAL ELEMENTS/DEMANDS**

Frequency Definitions:	
<b>Continuously</b> = Occurs 66-100% of the time.	<b>Occasionally</b> = Occurs 1-33% of the time
<b>Frequently</b> = Occurs 33-66% of the time.	<b>Rarely</b> = May occur less than 1% of the time.
<b>Never</b> = Does not ever occur.	
<b>Comprehension</b>	
Articulating and comprehending information in conversations.	Continuously
Reading, comprehending, and using written materials.	Occasionally
Understanding and solving problems involving math and using the results.	Rarely
Using technology/instruments/tools & information systems.	Occasionally
Working with two and three dimensional formats.	Rarely
<b>Remembering</b>	
Remembering spoken instructions.	Continuously
Remembering written instructions.	Occasionally
Remembering visual information.	Continuously
Recalling information incidental to task at hand.	Continuously
Memorizing facts or sequences.	Occasionally
Remembering simple instructions.	Continuously
Remembering detailed instructions.	Occasionally
<b>Learning &amp; Processing</b>	
Effectively learning and mastering information from classroom training.	Rarely
Effectively learning and mastering information from on-the-job training.	Continuously
Learning from past directions, observations, and/or mistakes.	Continuously
Using common sense in routine decision making.	Continuously
Recognizing and anticipating potential hazards and taking precautions.	Continuously
Thinking critically and making sound decisions.	Occasionally
Integrating ideas and data for complex decisions.	Rarely
Determining and following precise sequences.	Occasionally
Coordinating and compiling data and information.	Rarely
Analyzing, synthesizing data and information.	Rarely
<b>Tasking and Planning</b>	
Performing repetitive or short-cycle work.	Continuously
Working under specific instructions.	Continuously
Completing complex tasks.	Rarely
Directing, controlling, or planning for others as necessary for basic tasks.	Never
Directing, controlling, or planning for others as necessary for complex tasks.	Never
Multi-tasking.	Occasionally
Planning, prioritizing, and structuring daily activities.	Occasionally



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 DOT # 869.687-026**

<b>Use Appropriate Behavior for Professional Work Environment</b>	
Receiving criticism and accepting limits appropriately.	Frequently
Maintaining emotional control and organization under increased stress.	Continuously
Maintaining socially appropriate affect, temperament, and behavior.	Continuously
Monitoring own quality of performance and altering behaviors to correct mistakes or improve outcome.	Continuously
Working independently and/or unsupervised.	Continuously
Adapting to frequent interruptions, changes in priorities, or changes in work location.	Occasionally
Responding effectively to emergency situations.	Rarely

Frequency Designations: <b>Required Beneficial Not Necessary</b>	
<b>Maintaining Attendance and An Assigned Work Schedule</b>	
Maintaining predictable and reliable attendance each work shift.	Beneficial
Being punctual.	Beneficial
Taking rest periods at set times or only at times determined by breaks in job responsibilities.	Not Necessary
Adjusting to a flexible schedule of work days and or shifts.	Beneficial



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 DOT # 869.687-026**

**PHYSICAL DEMANDS**

**N/A:** Not Applicable  
**S:** Seldom (1-10% of the time)  
**O:** Occasional (10-30% of the time)  
**F:** Frequent (30%-70% of the time)  
**C:** Constant (Over 70% of the time)  
**WNL:** Within Normal Limits (talking, hearing, etc.)  
**STRENGTH:**  Sedentary  Light  Medium  Heavy  Very Heavy

Frequency Comments

Sitting	<b>S</b>	While driving to and from work sites.
Standing	<b>O</b>	Interchange with walking.
Walking	<b>F</b>	Interchange with standing.
Lifting (up to 20 pounds)	<b>F</b>	Paperwork, 2-way radio, power and hand tools, shovels/picks, construction materials and supplies, construction debris, empty or slightly filled garbage cans, and traffic barriers and cones.
Lifting (25 to 35 pounds)	<b>O</b>	Sandbags used to weigh down tarps (35 lbs.), construction materials and supplies, construction debris, partially filled garbage cans.
Lifting (35 to 75 pounds)	<b>S</b>	Bags of sand (50 lbs.), bags of concrete (60 lbs.), jackhammers (60 lbs.), bales of hay, rolls of chain link fencing and panels of wooden fencing (lifted by two people), and propane tanks for forklifts (65 lbs.). Note: Machines/equipment or team lifts are used as much as possible to lift and move heavy items.
Lifting (75 to 90 pounds)	<b>Rare</b>	Largest jackhammer (90 lbs.) and large bags of concrete (93 lbs.). Note: Machines/equipment or team lifts are used as much as possible to lift and move heavy items.
Carrying (up to 20 pounds)	<b>F</b>	Paperwork, 2-way radio, power and hand tools, shovels/picks, construction materials and supplies, construction debris, empty or slightly filled garbage cans, and traffic barriers and cones.
Carrying (25 to 35 pounds)	<b>O</b>	Sandbags used to weigh down tarps (35 lbs.), construction materials and supplies, construction debris, partially filled garbage cans.
Carrying (35 to 75 pounds)	<b>S</b>	Bags of sand (50 lbs.), bags of concrete (60 lbs.), jackhammers (60 lbs.), bales of hay, rolls of chain link fencing and panels of wooden fencing (carried by two people), and propane tanks for forklifts (65 lbs.). Note: Machines/equipment or team carries are used as much as possible to move heavy items.
Carrying (75 to 90 pounds)	<b>Rare</b>	Very short distances (potentially up to 10 feet). Largest jackhammer (90 lbs.) and large bags of concrete (93 lbs.). Note: Machines/equipment or team carries are used as much as possible to move heavy items.
Pushing/Pulling (up to 20 pounds)	<b>O</b>	Depending on work assigned. Shoveling/digging, sweeping, dragging garbage cans and other items, using tools, guiding objects suspended by a lift or crane, pulling items from storage racks/shelves, performing demolition tasks, and unrolling chain link fencing.
Pushing/Pulling (20 to 60 pounds)	<b>Rare</b>	Depending on work assigned.
Climbing Stairs/Ladders	<b>S</b>	Depending on work assigned.
Working at Heights	<b>S</b>	Depending on work assigned. Working on ladder, manlift, or roof of building.



**Job Analysis: “Composite Worker” – Port Construction Services (PCS) – Port of Seattle  
 DOT # 869.687-026**

Bending at Waist	F	Shoveling/digging, sweeping, performing demolition tasks, picking up debris, picking up construction materials and supplies, setting up fencing, putting out traffic cones, pulling items from storage racks/shelves, climbing into vehicles, and driving.			
Bending Neck	C				
Crouching/Kneeling	O	Depending on work assigned.			
Stooping	S	Depending on work assigned.			
Twisting at Waist	S-O	Depending on work assigned. Shoveling, sweeping, guiding objects suspended by a lift or crane, and driving. Workers can mitigate twisting by moving feet while working.			
Reaching (Floor to Shoulder)	F	Shoveling/digging, sweeping, performing demolition tasks, picking up debris, picking up construction materials and supplies, operating vehicles, setting up fencing, pulling items from storage racks/shelves, and guiding objects suspended by a lift or forklift.			
Reaching (Over the Shoulder)	S	Depending on work assigned.			
Repetitive Motion	N/A				
Driving	O-F	Depending on work assigned. Driving to project sites. Driving water truck. Driving forklift.			
Foot Controls	O-F	Depending on work assigned. While driving.			
Handling/Grasping	C	30	% Pinch Grasp	70	% Whole Hand Grasp
Fine Finger Manipulation	O	Using hand tools, pulling triggers on power tools, tying ropes, using 2-way radios and cell phones, writing, and using various switches and controls while driving vehicle.			
Keyboarding	S	Entering time and work tasks performed, preparing and responding to electronic mail.			
Writing	S	While writing notes and measurements.			
Talking	O-F	Communicating with co-workers, supervisors, and public.			
Hearing	C	Communicating with co-workers, supervisors, and public. Listening for radio traffic and signs of hazards/dangers (traffic and other sounds). While driving.			
Seeing	C	Within normal limits, with or without correction.			
Normal Job Site Hazards	C	Carrying heavy objects, working at heights (ladders or lifts), falling objects, striking head on overhead objects, working near moving vehicles, slippery walking surfaces, sharp tools, fumes, dust, noise, vibrations, and potentially capsizing while working from a boat.			
Expected Environmental Conditions	C	Work is performed in any environment, including outdoors in all types of weather conditions, as well as inside buildings. In addition, workers may be exposed to noisy environments, dust, and fumes.			



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Claimant:  
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2/1/2007; 3/21/2017  
Page 8 of 9

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DOT # 869.687-026***

The above job analysis represents the requirements of a specific job based on personal observations, discussions with employer representatives, and/or workers. On occasion, practicality and feasibility prevent the direct observation and/or gathering of objective quantifiable data. For this reason, a "best estimate" may have been used when reporting physical demand frequencies.

Analysis was done on the job site?  Yes  No

Job Analysis Reviewed By: Terry Dix

Completed by Vocational Provider Brice York, B.A., CDMS

Date March 21, 2017

Signature of Vocational Provider



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DOT # 869.687-026**

**FOR PHYSICIAN'S/EVALUATOR'S USE ONLY**

- The injured worker can perform the physical activities described in the job analysis and can return to work on \_\_\_\_\_
- The injured worker can perform the physical activities described in the job analysis on a part-time basis for \_\_\_\_\_ hours per day. The worker can be expected to progress to regular duties in \_\_\_\_\_ weeks/months.
- The injured worker can perform the described job, but only with the modifications/ restrictions in the attached report and/or listed below. These modifications/restrictions are (check one):
  - Temporary for \_\_\_\_\_ weeks \_\_\_\_\_ months
  - Permanent
- The injured worker cannot perform the physical activities described in the job analysis based on the physical limitations in the attached report and/or listed below. These limitations are (check one):
  - Temporary for \_\_\_\_\_ weeks \_\_\_\_\_ months
  - Permanent

COMMENTS:

Date \_\_\_\_\_ Physician's/Evaluator's Signature \_\_\_\_\_

Physician's/Evaluator's Name Printed \_\_\_\_\_

**PLEASE RETURN COMPLETED FORM VIA FACSIMILE TO:**

**Port of Seattle Employee Health & Safety Department at (206) 787-3406**