



Bock Consulting

Job Analysis

Job Title	<u>Laborer – Port Construction Services (PCS)</u>	Worker	_____
DOT Number	<u>869.687-026</u>	Claim Number	_____
Employer	<u>Port of Seattle</u>	Employer Phone	<u>(206) 787-3000</u>
Employer Contact	<u>Beth Britz</u>	Date of Analysis	<u>August 1, 2023</u>

- Job of Injury
 Transferable Skills Job
 New Job
 40 Hours Per Week
 4 or 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 organizations that support the mission of the Port: 1) Aviation Division, 2) Maritime Division, 3) Economic Development Division, and 4) Central Services/Corporate.

Port Construction Services (“PCS”) is an entity within the Port of Seattle that provides small works construction services to all Port organizations. PCS employs workers specializing in specific trades, including Laborers, Teamsters, Operating Engineers, Carpenters, Pile Bucks, Iron Workers, Millwrights and Cement Masons. PCS projects may include construction/repair of roads, parking lots, sidewalks, curbs and gutters, sewers, water mains, reservoirs, levees, jetties, breakwaters, docks, dry docks, piers, retaining walls, subways, shafts, and tunnels. Other work includes irrigation, flood control, reclamation, excavation, reinforced earthwork, equipment installation, harbor development, demolition, tenant space build-out, and site clearing projects.

This job analysis is for an individual working as a Laborer for PCS. The responsibilities of a Laborer are extremely broad, and typically involve physical labor at construction/project sites.

Laborers work 40 hour work weeks on 8 or 10 hour shifts (day shift works 8 hour shifts). While working, Laborers must comply with all work rules, safety requirements, and personal protective equipment (“PPE”) requirements.



Tasks Assigned to PCS Laborers

- Participate in meetings with supervisor on a daily basis and as needed.



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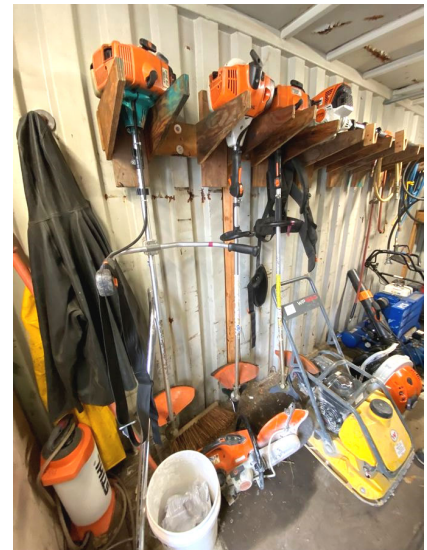
- Obtain, read and review work orders, plans, and requests regarding assigned work.
- Request materials, supplies and/or equipment needed for assigned projects. Locate and select applicable tools, supplies, materials, and equipment.
- As needed, load items into work truck, and drive truck to job site to transport tools, supplies, materials, and equipment to job site. Items transported to a project site may include bags of concrete, sand and cement, lumber, pipe, tarps, bales of hay, and fencing.
- Prepare and/or review site specific safety plan. Ensure work is performed in a safe manner.
- Set up traffic control cones, barrels, and signs as needed. Perform flagging duties and direct traffic as needed.
- Operate a wide variety of hand and power tools.
- Assemble/erect scaffolding, barricades, wooden walls, and fencing.
- Dig holes, trenches, tunnels, and shafts.
- Break up and remove concrete and/or asphalt paving.
- Spread and level dirt, gravel, sand, asphalt, and other materials using shovel, rake, other tools, or hands.
- Fill expansion joints with asphalt.
- Mix, pour, and level concrete.
- Move dirt, gravel, concrete, rubble and other items using wheelbarrow or other type of wheeled cart.
- Pressure wash various surfaces.
- Remove/clean-up debris/rubble and garbage at project site.
- Place culvert sections in trenches.
- Join/connect/assemble, wrap, and seal sections of pipe.
- Set braces/shoring to support the walls of excavations.
- Roll out/move tarps and place sandbags on tarps to address groundwater/runoff/erosion issues.
- Demolish temporary structures. Remove concrete forms.





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- Dismantle scaffolding, barricades, wooden walls, and fencing.
- Cut down vegetation/brush at project sites and around PCS yard using string trimmers and brush cutters. Mow grass at project sites. Blow brush, grass, leaves, and other vegetation using backpack blower. Pickup and dispose of vegetation/brush, grass and leaves.
- Clean tools and equipment.
- Guide objects into place when suspended by a forklift or crane.
- Move excess furniture into storage. Return excess building materials to the PCS yard.
- Assist other trades as needed.
- Respond to luggage conveyor system failures. Lift luggage off conveyors and carry to cart/truck for delivery to the baggage claim area until the luggage conveyor system is operational.
- Enter time by work order on a daily basis into job tracking system using a computer or mobile device/cell phone. Review, send and respond to electronic communications, including emails and texts.
- Attend periodic meetings during which training is provided and important safety issues are discussed.
- Other tasks as assigned.



Skills and Abilities

- Ability to identify the best methods and materials to correctly complete the assigned task. Possess the skills to complete assigned tasks safely.
- Ability to follow directions closely and be detail oriented while working.
- Ability to utilize critical thinking and judgment in defining, analyzing, and resolving problems.
- Ability to take initiative and be responsible for getting work done with limited supervision in an expedient and timely manner.
- Must be able to work independently and within a team environment, and demonstrate effective judgment and decision making.
- Ability to safely use power and hand tools, power equipment, and operate vehicles to perform the assigned tasks.



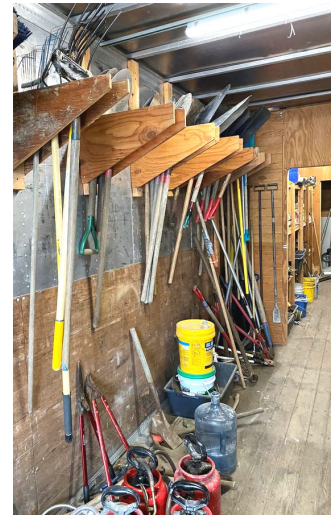
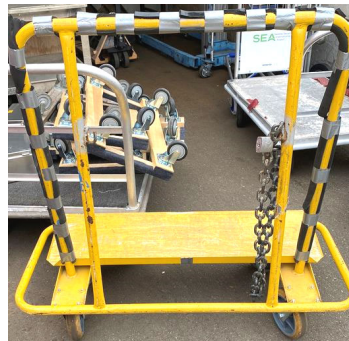
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- Good time management and task prioritization skills, with the ability to multi-task.
- Ability to communicate effectively, both verbally and in writing. Must have basic math skills.
- Excellent interpersonal skills (including on mobile device/cell phone and two-way radio).
- Ability to work in a professional manner, as Laborers may encounter Port tenants or the public while working.
- Must have the willingness and ability to work in all types of weather.
- Working knowledge of Windows-based computers, related accessories, and mobile devices. Working knowledge of time tracking software, and electronic mail software.
- Ability to acquire new skills quickly on the job as new tools, equipment, and techniques are introduced.



Machinery, Tools, Equipment, Personal Protective Equipment:

- Work trucks and forklifts.
- Hand tools, including hammers, wrenches, shovels, picks, rakes, brooms, tampers, post hole diggers, measuring tapes, levels, and other tools.
- Power tools/equipment, including jack hammers/breakers, rivet busters, chippers, roto-hammers, drills/screw guns, grinders, chop/cut-off saws, chainsaws, circular saws, reciprocating saws, concrete saws, power compactors, string trimmers, mowers, back pack blowers, hedge trimmers, and other tools.
- Wheelbarrows, wheeled carts, hand trucks and moving dollies.
- Concrete mixers.
- Ladders, scaffolding, manlifts and other personnel lifts.
- Pressure washers.
- Vacuum cleaners.
- Generators. Compressors (portable and trailered).
- Chains and ropes.
- Buckets.
- Traffic cones, barrels, and signs.
- Boats/skiffs.





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- Mobile devices/cell phones. 2-way radios.
- Headlamps.
- Windows-based computers/devices with applicable software.
- General office supplies, such as pens and notepads.

Workers are required to wear a safety vest, approved safety boots, and eye protection. Hard hats, ear protection, respirators, personal floatation devices, fall harness, and protective suits are required as necessary. Laborers may also wear gloves, rain gear, and kneepads when working.



Education / Training

Minimum Requirements:

- High school diploma or GED.
- Valid Washington State driver's license.
- Obtain current Bloodborne Pathogens Certificate (Bloodborne Pathogens training is provided by the Port of Seattle).
- Must be able to provide proof of full COVID-19 vaccination status.
- 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.
- Laborers are represented by LiUNA Local 242.

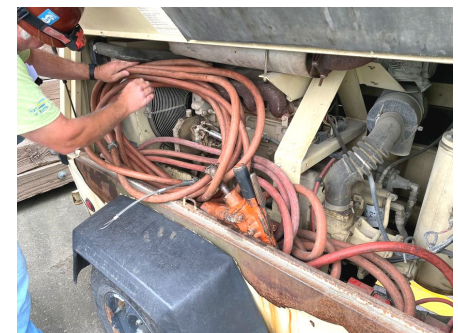
Preferred Qualifications

- Washington State Traffic Control Card.
- Certified Erosion and Sediment Control Lead (“CESCL”).
- OSHA 30.

While employed, Laborers 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

Specific Vocational Preparation (SVP): 2 (Thirty days or less)





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COGNITIVE AND BEHAVIORAL ELEMENTS/DEMANDS

Frequency Definitions:	
Rarely = May occur less than 1% of the time.	Frequently = Occurs 33-66% of the time.
Occasionally = Occurs 1-33% of the time	Continuously = Occurs 66-100% of the time
Never = Does not ever occur.	
Comprehension	
Articulating and comprehending information in conversations.	Continuously
Reading, comprehending, and using written materials.	Occasionally
Understanding and solving problems involving math and using the results.	Occasionally
Using technology/instruments/tools & information systems.	Continuously
Working with two- and three-dimensional formats.	Occasionally
Remembering	
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.	Frequently
Learning & Processing	
Effectively learning and mastering information from classroom training.	Occasionally
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.	Frequently
Integrating ideas and data for complex decisions.	Rarely
Determining and following precise sequences.	Continuously
Coordinating and compiling data and information.	Rarely
Analyzing, synthesizing data and information.	Rarely
Tasking and Planning	
Performing repetitive or short-cycle work.	Frequently
Working under specific instructions.	Continuously
Completing complex tasks.	Occasionally
Directing, controlling, or planning for others as necessary for basic tasks.	Occasionally
Directing, controlling, or planning for others as necessary for complex tasks.	Rarely
Multi-tasking.	Occasionally
Planning, prioritizing, and structuring daily activities.	Occasionally



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Use Appropriate Behavior for Professional Work Environment	
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: Required Beneficial Not Necessary	
Maintaining Attendance and An Assigned Work Schedule	
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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PHYSICAL DEMANDS

N/A: Not Applicable

S: Seldom (1-10% of the time)

O: Occasional (10-30% of the time)

STRENGTH: Sedentary Light

F: Frequent (30%-70% of the time)

C: Constant (Over 70% of the time)

WNL: Within Normal Limits (talking, hearing, etc.)

Medium Heavy Very Heavy

Frequency

Comments

Sitting	S-O	Driving to/from project sites, driving forklift, participating in meetings, and completing on-line training. Potentially may sit to perform tasks at work sites.
Standing	F	Interchange with walking. Standing may be on concrete, asphalt, dirt/mud, tile, carpet, or in a boat/skiff.
Walking	F	Interchange with standing. Walking may be over concrete, asphalt, dirt/mud, tile, carpet, uneven ground, slippery/wet surfaces, or in a boat/skiff.
Lifting (up to 25 pounds)	F	Hand tools, power tools and equipment, shovels, rakes, picks, sledge hammers, building materials, debris/garbage, pipes, steel studs, smaller sandbags (25 lbs.), chains, ropes, hoses, ladders, wheeled carts, hand trucks, traffic barriers and cones, string trimmers (15 lbs.), back pack blowers (20-25 lbs.), supplies, PPE, mobile device/cell phone, and 2-way radio, and paperwork.
Lifting (25 to 60 pounds)	O	Power tools and equipment, building materials, sheets of plywood, sheet of drywall, bags of sand (50 lbs.), bags of concrete (60 lbs.), multiple pipes, larger sandbags (35 lbs.), larger ladders, handles of loaded wheelbarrow, 5 gallon jug of water (50 lbs.), pieces of debris, full garbage bags, rolls of tarp/sheeting, and buckets of debris/concrete and paint/coatings. Heavier items lifted by 2 workers (2 sheets of drywall, rolls of chain link fence, compressors, wheeled carts, and building materials). Note: Forklifts and other equipment are used as much as possible to lift heavy items.
Lifting (60 to 75 pounds)	S	Equipment, building materials, sheets of plywood, smaller jackhammer/breaker (up to 75 lbs.), handles of loaded wheelbarrow, section of wooden wall, larger pieces of debris, buckets of debris/concrete, rolls of tarp/sheeting, bales of hay, and propane tanks for forklifts (65 lbs.). Heavier items lifted by 2 workers (larger generators, building materials, and pallet jack (estimated 150 lbs.)). Note: Forklifts and other equipment are used as much as possible to lift heavy items.
Lifting (over 75 pounds)	Rare	Large pieces of debris broken up by backhoe, bales of hay, large jackhammer/breaker (95 lbs. with bit), panels of wooden walls, bags of cement (93 lbs.). Note: Heavier items should be lifted by 2 workers. In addition, forklifts and other equipment are used as much as possible to lift heavy items.



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Carrying (up to 25 pounds)	F	Hand tools, power tools and equipment, shovels, rakes, picks, sledge hammers, building materials, debris/garbage, pipes, steel studs, smaller sandbags (25 lbs.), chains, ropes, hoses, ladders, traffic barriers and cones, string trimmers (15 lbs.), back pack blowers (20-25 lbs.), supplies, PPE, mobile device/cell phone, and 2-way radio, and paperwork.
Carrying (25 to 60 pounds)	O	Power tools and equipment, building materials, sheets of plywood, sheet of drywall, bags of sand (50 lbs.), bags of concrete (60 lbs.), multiple pipes, larger sandbags (35 lbs.), larger ladders, handles of loaded wheelbarrow, 5 gallon jug of water (50 lbs.), pieces of debris, full garbage bags, rolls of tarp/sheeting, and buckets of debris/concrete and paint/coatings. Heavier items carried by 2 workers (2 sheets of drywall, rolls of chain link fence, and building materials). Note: Forklifts and other equipment are used as much as possible to move heavy items.
Carrying (60 to 75 pounds)	S	Equipment, building materials, sheets of plywood, handles of loaded wheelbarrow, section of wooden wall, larger pieces of debris, buckets of debris/concrete, rolls of tarp/sheeting, and bales of hay. Heavier items carried by 2 workers (building materials). Note: Forklifts and other equipment are used as much as possible to move heavy items.
Carrying (over 75 pounds)	N/A	Note: Heavier items should be carried by 2 workers, and forklifts and other equipment are used to move heavy items.
Pushing/Pulling (up to 20 pounds)	F	Loading/unloading truck, shoveling, sweeping, raking, using tools and equipment, performing assembly and demolition tasks, maneuvering wheelbarrow, pulling items from storage racks and shelves, operating mowers, unrolling fencing and tarps, and guiding objects suspended by a forklift or crane.
Pushing/Pulling (20 to 50 pounds)	S-O	Loading/unloading truck, shoveling, using tools and equipment, performing assembly and demolition tasks, maneuvering wheelbarrow, and operating mowers.
Climbing Stairs	N/A-S	May encounter at project sites.
Climbing/Work on Ladders	N/A-S	Depends on assigned tasks.
Working at Heights/Balancing	N/A-O	Depends on assigned tasks. Working from ladder, elevated scaffolding, or manlift, working around open trench, and climbing into/out of work truck. Workers may also work from a boat/skiff.
Bending Neck	C	All assigned tasks involve neck movements.
Twisting Neck	O	Driving to and from project sites, driving forklift, loading/unloading truck, shoveling, raking, using tools and equipment, and directing traffic.
Bending at Waist	F	Entering/exiting truck, loading/unloading truck, moving materials and supplies, shoveling, raking, using tools and equipment, performing assembly and demolition tasks, maneuvering wheelbarrow, picking up items on the ground, operating mowers, moving furniture, and assisting with luggage during conveyor system failures.



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Twisting at Waist	S-O	Entering/exiting truck, loading/unloading truck, shoveling, raking, performing assembly and demolition tasks, pressure washing, using string trimmer and backpack blowers, operating mowers, and guiding objects suspended by forklift or crane. Note: Workers can mitigate twisting by moving feet while working.			
Crouching/Squatting	S-O	Depends on assigned tasks. Note: If crouching/squatting for an extended period of time, worker can use a seat/stool to mitigate crouching/squatting.			
Kneeling	N/A-S	Depends on work assigned. Note: Workers may wear kneepads while working.			
Crawling	N/A-S	Depends on work assigned. Note: Workers may wear kneepads while working.			
Stooping	N/A-S	Depends on assigned tasks.			
Reaching - Below waist	O	Gathering materials and supplies, using tools and equipment, performing assembly and demolition tasks, maneuvering wheelbarrow, unrolling tarps, picking up buckets and items on the ground, operating mowers, moving furniture, and assisting with luggage during conveyor system failures.			
Reaching - Waist to shoulder	F	Driving to/from project sites, driving forklift, loading/unloading truck, gathering materials and supplies, shoveling, raking, sweeping, using tools and equipment, performing assembly and demolition tasks, unrolling fencing, guiding objects suspended by a forklift or crane, directing traffic, operating mowers and backpack blowers, moving furniture, and assisting with luggage during conveyor system failures.			
Reaching - Above shoulder	S	Using tools, performing assembly and demolition tasks, grasping hand hold to enter back of truck, directing traffic, and guiding objects suspended by a forklift or crane.			
Handling/Grasping	C	30	% Pinch Grasp	70	% Whole Hand Grasp
Forceful Grasping	S	Using tools and equipment, shoveling, raking, performing assembly and demolition tasks, and lifting/carrying sandbags.			
Fine Finger Manipulation	O	Using hand tools, pulling triggers on power tools, picking up small items, operating controls in work truck, tying ropes, using mobile devices/cell phones, 2-way radios, and keys, and writing.			
Keyboarding	S	Reviewing, preparing, and responding to emails, preparing and completing daily reports and time entry, and completing on-line training. Preparing Job Hazard Analyses and Fall Protection Plans for work as applicable.			
Writing	S	Writing notes and noting/marketing measurements. Potentially if writing in log. Preparing and completing daily reports and time entry. Completing on-line training. Preparing Job Hazard Analyses and Fall Protection Plans for work as applicable.			
Repetitive Motion	N/A-S	Although generally limited due to the variety of tasks performed, potentially while shoveling, raking, and hammering.			
Driving	S-O	Driving work trucks and forklifts.			
Foot Controls	S-O	Driving work trucks and forklifts. Potentially maneuvering a manlift.			
Vibratory Tasks – Low	N/A-S	Depends on assigned tasks. Using tools and equipment.			



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Vibratory Tasks - High	N/A-S	Depends on assigned tasks. Using tools and equipment.
Talking	O-F	Communicating with co-workers, supervisors, and public.
Hearing	C	Communicating with co-workers, supervisors, and public. Listening for calls or radio traffic, and signs of hazards/danger (traffic, breaking boards, water, and other sounds). Driving.
Seeing/Vision	C	Within normal limits, with or without correction.
Normal Job Site Hazards	C	Lifting/carrying heavy objects, working in trenches, working at heights (ladders and manlifts), sharp tools, falling objects, striking head on overhead objects, working near moving machinery and vehicles, confined spaces, slippery and uneven walking surfaces, fumes, dust, noise, and vibrations, and potentially capsizing while working from a boat.
Expected Environmental Conditions	C	Work is performed in any environment, typically exposed to the external weather conditions, although work is also performed inside buildings. In addition, workers may be exposed to noisy environments, dust, and fumes.

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: Beth Britz

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

Date August 1, 2023 Signature of Vocational Provider



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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