



# Bock Consulting

## Job Analysis

Job Title	Parking Facility Technician (Cleaner)	Worker	
DOT Number	381.687-014	Claim Number	
Employer	Port of Seattle	Employer Phone	(206) 787-3000
Employer Contact	Jenison Cottriel	Date of Analysis	10/6/2011; 1/15/2020

- 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 divisions, plus other departments that support the divisions and the broad mission of the Port: 1) Aviation Division, 2) Maritime Division, and 3) Economic Development Division.

The Aviation Division owns and operates Seattle-Tacoma International Airport. Sea-Tac Airport handles more than 40 million passengers a year, and offers state-of-the-art air cargo facilities. The Aviation Division employs a maintenance staff which is responsible for all tasks associated with the maintenance and on-going operations at Sea-Tac Airport.



To address the parking needs of travelers using Sea-Tac Airport, there is a large parking structure connected to the airport that can accommodate up to 13,000 vehicles.

This job analysis is for an individual working as a Parking Facility Technician (Cleaner) for Aviation Maintenance. Parking Facility Technicians are staffed on three shifts, providing 24-hour coverage in the garage. Specific tasks may be assigned to workers on a specific shift.



### Essential Functions:

Parking Facility Technicians are responsible for maintaining the cleanliness of the Sea-Tac Airport parking



***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
Port of Seattle – DOT # 381.687-014***

structure, as well as some ancillary areas. Primary tasks include emptying trash and recycling receptacles, blowing, sweeping and picking up litter, operating sweepers and scrubbers to clean vehicle lanes and pedestrian walkways, and general cleaning of high traffic areas.

Tasks Assigned to Parking Facility Technicians (Cleaners):

- Meet/connect with supervisor on a daily basis.
- Request and gather supplies and tools needed for assignments/projects.
- Drive pickup truck to assigned work area(s). May be in the parking garage, or other areas, such as in the bagwell.
- Empty trash and recycling receptacles and wipe lids. Not every receptacle will need to be emptied every time (crews try to empty the receptacles frequently to limit the lifting demands while emptying the receptacles). Replace trash and recycling receptacle liners when bags are removed from the receptacles. Place trash and recycling bags in truck or wheeled bin.
- Blow (using a backpack blower), sweep, and pick up loose litter. Specific areas of the parking structure are assigned on a rotating basis.
- Clean/wipe down stairwells, walls, fixtures, signs, benches, and parking ticket machines.
- Clean lobby areas outside of elevators on 4<sup>th</sup> floor of the parking garage.
- Operate industrial pressure washer (transported by trailer).
- Operate sweeper nightly in the parking garage to clean driving lanes.
- Operate sidewalk scrubber to scrub tile and other flooring surfaces of pedestrian walkways. Scrape gum off floor.
- Drive garbage and recycling to dumpster and empty truck.
- Remove ice and snow as needed. Apply de-icing product to melt ice and snow as needed.
- Respond to trouble calls as needed. May have to respond to calls to clean-up minor spills, such as coffee; or calls may be for more significant issues, such as bodily fluids (blood, vomit, or human waste).
- May assist with spills on airfield if requested.
- Organize storage and supply areas as needed.
- Enter time by work order on a daily basis into job tracking system (Maximo).





***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
Port of Seattle – DOT # 381.687-014***

- Send and respond to electronic mails.
- Inspect work trucks and vehicles to identify maintenance issues. Take repairs to shop.
- Attend meetings during which training is provided and important safety issues are discussed.
- Perform other tasks as requested.

Necessary skills and abilities may include:

- Identify the best method to correctly complete an assigned task. The ability to utilize critical thinking and judgment in defining, analyzing, and resolving problems.
- Skills to complete the assigned task(s) in a timely and efficient manner.
- Must maintain professional appearance and manner while working, due to the fact that workers in this position frequently come into contact with the traveling public.
- The ability to take initiative and be responsible for getting work done with limited supervision in an expedient and timely fashion. Must demonstrate effective judgment and decision making.
- Able to work in a safe and efficient manner.
- Ability to communicate effectively, and have excellent interpersonal skills (including on radio).
- Must be able to work within specific instructions.
- Must have fundamental knowledge of Windows-based computers, related accessories, have keyboarding and data input skills, and have basic knowledge of Microsoft Office software.
- Ability to safely operate a motor vehicle.

Machinery, Tools, Equipment, Personal Protective Equipment:

- Vehicles, including pickup trucks, vans, street sweepers, sidewalk scrubbers, and sander truck.
- Wheeled bins.
- Brooms, shovels, rakes, long-handled metal scrapers.
- Backpack blowers.
- Large pressure washer on trailer.
- Mops. Buckets.
- Pedestrian and traffic cones.
- 2-way radios.
- Spray bottles. Cleaning solutions. Rags. Paper towels.
- Plastic garbage bags.
- Water hoses.
- Hazardous spill kit.
- Windows-based computers and computer accessories. Applicable project management software





***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
Port of Seattle – DOT # 381.687-014***

(Maximo), and Microsoft Office applications.

- General office supplies, such as pens/pencils and notepads.

Workers are required to wear a safety vest and steel-toed footwear while working. Workers may also wear ear protection, eye protection, gloves, dust mask, rain gear, and protective suits as needed.



**Education / Training:**

**MINIMUM REQUIREMENTS:** A high school diploma or GED. Workers are represented by the Laborers Union - Local 242.

Valid Washington State driver's License. Have or obtain a current Bloodborne Pathogens Certificate (Bloodborne Pathogens training is provided by the Port of Seattle).

Must be able to pass pre-employment drug test, and pass a Transportation Security Administration background check. Workers are fingerprinted for FBI background check.

**PREFERRED QUALIFICATIONS:** Experience in industrial/commercial cleaning. Familiarity with general cleaning equipment.

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.

**Per the Dictionary of Occupational Titles (DOT): 381.687-014 Cleaner, Commercial**

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



**Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
Port of Seattle – DOT # 381.687-014**

**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.	Occasionally
Using technology/instruments/tools & information systems.	Occasionally
Working with two and three dimensional formats.	Occasionally
<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.	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



***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
Port of Seattle – DOT # 381.687-014***

<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.	Occasionally

Frequency Designations: <b>Required</b> <b>Beneficial</b> <b>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



***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
 Port of Seattle – DOT # 381.687-014***

**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	<b>F-C</b>	Interchange with Standing and Walking. Driving pickup truck/vehicle to and from work areas, and operating sweepers and scrubbers. Note: Demands would be on the higher end of the frequency range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers).
Standing	<b>S-O</b>	Interchange with Sitting and Walking. Gathering trash from receptacles, loading trash into truck or wheeled bin, wiping down/cleaning benches, parking ticket machines, and other surfaces, relining trash and recycling receptacles, power washing surfaces, and gathering/restocking supplies. Note: Demands would be on the lower end of the frequency range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers and operating power washers).
Walking	<b>F-C</b>	Interchange with sitting and standing. Gathering tools/equipment/supplies, walking to and from trucks, sweepers, and scrubbers, walking to and from trash and recycling receptacles and other areas to clean, transporting trash to truck or wheeled bin, using blower, and power washing. Walking may be over concrete, asphalt, tile, uneven, or wet/slippery surfaces.
Lifting (up to 20 pounds)	<b>F</b>	Picking up various items of trash and debris from the ground, lifting bags of trash and recycling items, loading/unloading truck or wheeled bin, lifting trash can lids, boxes of trash bags (approx. 19 lbs.), brooms and shovels, aluminum framed recycling bag holders (approx. 5 lbs.), and various cleaning supplies. Note: Frequency would be on the lower end of the range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers and operating power washers).
Lifting (20 to 50 pounds)	<b>O</b>	Lifting heavier bags of trash, individual trash items (on rare occasions), and backpack blowers (approx. 25 lbs. with fuel). Note: Demands would be on the lower end of the frequency range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers and operating power washers). In general, assistance lifting heavier items can be obtained from co-workers, or if necessary, items in a receptacle could be removed individually to reduce the weight to be lifted.
Lifting (50 to 100 pounds)	<b>Rare</b>	Periodically, trash receptacles may contain extraordinarily heavy items, or large items may be placed next to a trash receptacles, such as television sets. Note: In general, assistance lifting heavier items can be obtained from co-workers, or if necessary, items in a receptacle could be removed individually to reduce the weight to be lifted.



***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
 Port of Seattle – DOT # 381.687-014***

Carrying (up to 20 pounds)	<b>F</b>	Carrying individual items, bags of trash and recycling, brooms and shovels, supplies to a work area, 2-way radio, power washer nozzle, and supplies for restocking. Note: Generally vehicles can be driven close to receptacles, compactors, or work areas to reduce carrying demands. Demands would be on the lower end of the frequency range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers and operating power washers).
Carrying (20 to 50 pounds)	<b>O</b>	Lifting heavier bags of trash and recycling, individual trash items (rare occasions), backpack blowers (approx. 25 lbs. with fuel). Note: Demands would be on the lower end of the frequency range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers and operating power washers). Use of wheeled bins helps reduce the amount of carrying, and in general, assistance lifting heavier items can be obtained from co-workers. If necessary, items in a receptacle could be removed individually and carried.
Pushing/Pulling (Up to 20 pounds of force)	<b>F</b>	Gathering/restocking supplies, opening/closing doors, opening receptacle lids, steering wheeled bin, pulling bags of trash and recycling from receptacles or wheeled bin, using brooms, shovels, or long-handled metal scrapers, and driving vehicles/equipment.
Pushing/Pulling (20 to 50 pounds of force)	<b>S</b>	Steering loaded wheeled bin, pulling bags of trash and recycling from receptacles or wheeled bin, and potentially while pulling items from back of truck, or maneuvering trailer to connect to truck. Note: The wheeled bin should not be loaded to a point where it takes more than 50 lbs. of force to steer.
Climbing Stairs	<b>S-O</b>	Use of stairs would depend on assigned tasks. Stairs would be used when cleaning stairwells, or if a worker elects to move between floors of the parking structure using the stairs. Note: Demands would be on the lower end of the frequency range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers and operating power washers).
Working at Heights/Balancing	<b>S-N/A</b>	Climbing into/out of trucks.
Bending at Waist	<b>F</b>	Climbing on/off/in/out of trucks and equipment, picking up trash and debris, lifting bags of trash and recycling items, pushing wheeled cart, loading/unloading truck, sweeping and shoveling, wiping down benches and parking ticket machines, using pressure washer, and gathering or stocking supplies,
Bending Neck	<b>C</b>	Almost all of the tasks assigned to the Parking Facility Technicians require neck movement.
Twisting at Waist	<b>S</b>	Climbing on/off/in/out of trucks and equipment, and potentially while performing general cleaning duties, wiping down various surfaces, sweeping, and operating power washer.
Crouching/Kneeling	<b>S</b>	Working at or below waist level.
Crawling	<b>N/A</b>	
Stooping	<b>S</b>	Getting into/out of truck, and potentially while performing general cleaning duties.





***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
 Port of Seattle – DOT # 381.687-014***

Reaching (up to shoulder level)	<b>F</b>	Picking up various items of trash and debris from the ground, pulling bags of trash and recycling items from receptacles, loading/unloading truck or wheeled bin, lifting trash can lids, sweeping and shoveling, wiping down/cleaning surfaces at or below shoulder level, operating pressure washer, steering truck, sweeper, or scrubber, and gathering/restocking supplies.			
Reaching (over shoulder level)	<b>S-O</b>	Reaching over the shoulder would depend on assigned tasks. Pulling bags from receptacles, wiping down/cleaning surfaces at or above shoulder level, and potentially gathering or stocking supplies stored over shoulder level. Note: Demands would be on the lower end of the frequency range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers and operating power washers).			
Driving	<b>O-C</b>	Driving truck to and from work areas, and operating sweepers and scrubbers. Note: Demands would be on the higher end of the frequency range for workers on the graveyard shift due to the tasks assigned overnight (driving scrubbers and sweepers).			
Foot Controls	<b>O-C</b>	While driving.			
Repetitive Motion	<b>N/A</b>				
Handling/Grasping	<b>F</b>	<b>30</b>	% Pinch Grasp	<b>70</b>	% Whole Hand Grasp
Fine Finger Manipulation	<b>O</b>	Using various switches and controls while driving truck, sweeper, or scrubber, using 2-way radio, using keys to start vehicles or power washer, and using key card reader to access secure areas.			
Talking	<b>O-F</b>	Communicating with co-workers, supervisors, and public.			
Hearing	<b>C</b>	Communicating with co-workers, supervisors, and public. Listening for hazards or radio traffic.			
Seeing	<b>C</b>	Visual abilities would be considered important in this position.			
Writing	<b>S</b>	Limited.			
Keyboarding	<b>S</b>	Entering time and work performed on a daily basis, and creating and responding to electronic mail.			
Normal Job Site Hazards	<b>C</b>	Working with and near moving vehicles and power equipment, working on slippery walking surfaces, and exposure to fumes. Workers may also be exposed to pathogens when cleaning and removing blood, vomit, and human waste.			
Expected Environmental Conditions	<b>C</b>	Work is primarily performed undercover; however, temperatures while working are directly correlated to outside weather conditions. Workers may be exposed to external weather conditions when working on the top level of the parking garage, when placing trash and recycling into a compactor, or walking to or from work areas.			



Bock Consulting

Claimant:  
Claim #:  
10/6/2011; 1/15/2020  
Page 10 of 11


***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
Port of Seattle – DOT # 381.687-014***

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:      Jenison Cottriel and Shawn McCormick

Completed by Vocational Provider      Brice York, CDMS

Date January 15, 2020      Signature of Vocational Provider 



***Job Analysis: Parking Facility Technician (Cleaner) (Aviation Maintenance)  
Port of Seattle – DOT # 381.687-014***

**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**