

COUNTY OF SONOMA - JOB DEMANDS ANALYSIS

JOB CLASSIFICATION: Communications Technician Intern
DEPARTMENT: Sheriff's Office
PHYSICAL DEMAND STRENGTH RATING: Medium

DATE COMPLETED: 04/13/2023
DIVISION: Telecommunications

INSTRUCTIONS TO MEDICAL PROVIDERS COMPLETING THIS FORM:

Please use the "Medical Provider Use Only" columns to the right of each section and the "Medical Provider's Comments & Signature" Section on the signature page to provide work restrictions by indicating whether there is some portion of each function that the employee can perform; designating whether each restriction is temporary or permanent; and, if restriction is temporary, stipulating the expected duration of work restriction(s). To finalize the form, please provide the name of the employee evaluated and additional comments, as appropriate, then sign and date where indicated.

FREQUENCY RATING:

Frequency	Percentage of time per shift	Repetition (# times per shift)	8 Hr Shift	9 Hr Shift	10 Hr Shift	12 Hr Shift
Never/Not Required (N)	n/a	n/a	n/a	n/a	n/a	n/a
Occasionally (O)	1 - 33%	1 - 100	0 - 2.5	0 - 3	0 - 3.5	0 - 4
Frequently (F)	34 - 66%	100 - 500	2.5 - 5.5	3 - 6	3.5 - 7	4 - 8
Continuously (C)	67 - 100%	500+	5.5 - 8	6 - 9	7 - 10	8 - 12

PART 1 - JOB DUTIES/FUNCTIONS:

A. Job Duty/Function	B. Job Duty #	C. Freq Rating	D. Equipment or tools used to perform (Describe)	E. Specialized Expertise, License, Certification Required? (Describe)	F. Essential or Non- Essential	Medical Provider Use Only: For each job duty/function, indicate in this column "Can Perform", is "Temporarily Restricted" from performing, or is "Permanently Restricted" from performing.
Learns and assists with performing tests on circuits, transistors, and other components using various specialized test equipment; isolate defects in circuits and equipment components and correct or replace them. When moving equipment around, team lift and carry will be required on any equipment weighing in excess of 50 lbs.	1	F	Comm Service Monitor, O-Scope, Voltmeter, Watt Meter, rolling cart	No	Essential	
Learns to read and interpret electrical and electronic diagrams and service manuals.	2	O	Technical publications	No	Essential	
Learns to and assists with programming, adjusting, and checking radios for peak performance.	3	O	Comm Service Monitor, O-Scope, Voltmeter, Watt Meter;	No	Essential	

PART 2: PHYSICAL DEMANDS

Activity	Examples of Duties/Functions Requiring Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY: Permanently Restricted
1 Sitting	1,2,3,4	Frequent			
2 Walking	1,3	Occasional			
3 Running	Not Required	Never			
4 Standing	1,2,3	Occasional			
5 Bending-Neck	1,2,3,4	Occasional			
6 Bending-Waist	1,3	Occasional			
7 Squatting	1,3	Occasional			
8 Climbing	Not Required	Never			
9 Kneeling	1,3	Occasional			
10 Crawling	1,3	Occasional			
11 Twisting (neck)	1,3	Occasional			
12 Twisting (waist)	1,3	Occasional			
13 Repetitive Hand Use	1	Frequent			
14 Simple Grasping-Right Hand	1,3	Occasional			
15 Simple Grasping-Left Hand	1,3	Occasional			
16 Power Grasping-Right Hand	Not Required	Never			
17 Power Grasping-Left Hand	Not Required	Never			
18 Fine Manipulation-Right Hand	1,3	Occasional			
19 Fine Manipulation-Left Hand	1,3	Occasional			
20 Pushing and Pulling (right hand)	1,3	Occasional			
21 Pushing and Pulling (left hand)	1,3	Occasional			
22 Reaching (above shoulder level)	1,3	Occasional			
23 Reaching (below shoulder level)	1,3	Occasional			
24 Lifting-up to 10 lbs.	1,3	Occasional			
25 Lifting-11-25 lbs.	1,3	Occasional			
26 Lifting-26-50 lbs.	1,3	Occasional			
27 Lifting 51-75 lbs.	Not Required	Never			
28 Lifting 76-100 lbs.	Not Required	Never			
29 Lifting 100 + lbs.	Not Required	Never			
30 Carrying 0-10 lbs.	1,3	Occasional			
31 Carrying 11-25 lbs.	1,3	Occasional			
32 Carrying 26-50 lbs.	1,3	Occasional			
33 Carrying 51-75 lbs.	Not Required	Never			
34 Carrying 76-100 lbs.	Not Required	Never			

PART 3: SENSORY REQUIREMENTS

Activity	Examples of Duties/Functions Requiring Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
1 Functional vision, normal or corrected	1,2,3,4	Frequent			
2 Functional color vision, normal or corrected	3	Frequent			
3 Functional night vision, normal or corrected	Not Required	Never			
4 Functional hearing, normal or corrected	1,3	Frequent			
5 A sense of smell or taste	3	Frequent			

PART 4: COMPREHENSION LEVEL

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
1 Follow Oral Instructions	Frequent			
2 Follow Written Instructions	Frequent			
3 Required to sustain concentration	Frequent			

PART 5: NATURE OF TASKS

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
1 Follow set procedures	Frequent			
2 Organize own work	Frequent			
3 Able to ask questions or request assistance when needed	Frequent			
4 Required to make decisions independently	Occasional			
5 Required to train and/or lead other staff	Never			
6 Required to direct other staff (e.g. planning, goal setting, performance)	Never			

PART 6: WORK PACE

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
1 Tightly scheduled and rapid pace of work activities at high volume	Never			
2 Meet time sensitive deadlines	Occasional			
3 Long and/or irregular hours	Never			
4 Limited/unpredictable opportunity for breaks	Never			
5 Required to perform on-call or emergency work	Never			

PART 7: COMPLEXITY/VARIABILITY

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
1 Variable and unpredictable workflow	Occasional			
2 Attention divided by issues requiring multi-tasking	Never			
3 Work requires precise attention to detail	Occasional			
4 Use of judgment in routine matters	Occasional			
5 Requires use of judgment in adapting procedures from one task to another	Occasional			
6 Possible legal ramifications associated with work activities or work product	Never			

PART 8: INTERACTIONS WITH OTHERS

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
1 Works with others (e.g., co-workers, other departments/agencies, public)	Occasional			
2 Interactions limited to giving/receiving information	Occasional			
3 Interactions exceed giving/receiving information (e.g., advises, persuades, justifies)	Never			
4 Interactions occur under circumstances of emotional stress	Never			
5 Risk of confrontation with violent or assaultive clients or customers	Never			

PART 9: ENVIRONMENTAL FACTORS/WORKING CONDITIONS:

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
1 Work Inside	Frequent			
2 Work Outside	Occasional			
3 Extreme Heat (above 100 degrees)	Occasional			
4 Extreme Cold (below 32 degrees)	Occasional			
5 Excessive Noise (must raise voice to be heard)	Occasional			
6 Vibration (e.g., jack hammer, hammer drill, chainsaw, etc.)	Never			
7 Dust, Vapors, Fumes, Smoke	Never			
8 Silica, asbestos, etc.	Never			
9 Solvents (e.g., gas, turpentine, etc.)	Never			
10 Grease, oils	Occasional			
11 Acidic, Caustic Solutions	Never			
12 Pesticides	Never			
13 Explosives (e.g., dynamite, bomb, etc.)	Never			
14 Cleaning supplies, abrasives	Occasional			
15 Other Chemicals (e.g. drugs and other contraband)	Never			
16 Human Blood, Body Tissues, or Fluids	Never			
17 Human Wastes	Never			
18 Animal Blood, Body Tissues, or Fluids	Never			
19 Animal Wastes	Never			
20 Biological Toxins (e.g., poison ivy, poison oak, anthrax, etc.)	Never			
21 Insect Bites (e.g., ticks, mosquitos, spiders, etc.)	Never			
22 Biomedical Waste	Never			
23 Ionizing Radiation	Never			
24 Non-Ionizing Radiation	Frequent			
25 Electrical Energy	Frequent			
26 Walking on uneven, slippery, or rough surfaces	Occasional			
27 Proximity to moving mechanical parts (e.g., equipment, machinery)	Never			
28 Proximity to moving vehicles or objects	Occasional			
29 Heights (e.g., rooftop, ladders, scaffolding, etc.)	Never			
30 Contact with water, other liquids, humid conditions - not weather related	Occasional			
31 Work Below Ground: (e.g., excavation, trench, etc.)	Never			
32 Potential exposure to airborne infectious diseases (e.g. clinics, labs, corrections)	Never			
33 Operates non-commercial motor vehicles (cars, trucks)	Occasional			
34 Operates commercial vehicles – CDL Class _____ Endorsements _____	Never			
35 Operates passenger van to transport clients, inmates, etc.	Never			
36 Pulls non-commercial trailers or equipment	Never			
37 Operates heavy equipment	Never			
38 Other:				

PART 10: MEDICAL SCREENING, SURVEILLANCE AND VACCINATION REQUIREMENTS:

Please check each of the medical screening, surveillance, and vaccination requirements that apply to the position, and indicate if the requirement applies pre-employment/pre-placement only, or whether there are additional requirements after hire.

Medical Screening, Surveillance or Vaccination	Pre-Hire	Post-Hire	Frequency (one time, annual, etc.)
1 Audiometric Testing			
2 DOT Commercial Driver Drug and Alcohol Screening			
3 DOT Commercial Driver Physical Exam			
4 Respirator Physical Exam			
5 Respirator Questionnaire – Short			
6 Respirator Questionnaire – Standard			
7 Blood lead level			
8 Hazardous Waste/Emergency Worker physical			
9 Heavy metal screen (mercury, lead, arsenic)			
10 HINT Hearing Noise Sensitivity Testing			
11 Tuberculosis skin test			
12 Vaccine: MMR			
13 Vaccine: Hepatitis B			
14 Vaccine: Influenza			
15 Vaccine: Meningococcal			
16 Vaccine: Pneumococcal			
17 Vaccine: Rabies			
18 Vaccine: Rabies Titer			
19 Vaccine: Tdap			
20 Vaccine: Chickenpox			

PART 11: ADDITIONAL INFORMATION, PICTURES, ETC.

- Lifting and carrying requirements should be utilizing two-person lift and carry.
- Intern does not need to be color vision testing but can always ask for clarification on the colors if necessary.

