

COUNTY OF SONOMA - JOB DEMANDS ANALYSIS

JOB CLASSIFICATION: Building Mechanic I/II (5331/5335)
DEPARTMENT: Sonoma County Water Agency
PHYSICAL DEMAND STRENGTH RATING: Heavy

DATE COMPLETED: March 2025
DIVISION: Operations and Maintenance Division

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.
Works both indoors and outdoors at various Agency facilities; performs duties in all types of weather, in both daylight and dark/dim conditions; may be exposed to offensive smells, loud noises, heights, and dust; follows applicable state and local codes and regulations as well as county policies and procedures.						

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Building Mechanic I: Under general supervision, performs a variety of the following duties while demonstrating skilled and semi-skilled work in the installation, operation, maintenance, remodel, construction, and repair of buildings and equipment; expected to have journey level experience/equivalent training in one of the following areas: electrical, HVAC, carpentry, boilers, plumbing, painting, or electronic systems.	1	C	Computer, phone, tools	Completion of in-house hazardous materials awareness training on asbestos and lead paint required w/in six months of employment	E	
Building Mechanic II: Working primarily independently, performs a variety of the following duties while demonstrating skilled work in the installation, operation, maintenance, remodel, construction, and repair of buildings and equipment; expected to have journey level experience/equivalent expertise in two or more of the following areas: electrical, HVAC, carpentry, boilers, plumbing, painting, and/or electronic systems.	2	C	Computer, phone, tools	Completion of in-house hazardous materials awareness training on asbestos and lead paint required w/in six months of employment	E	
To perform the following duties, incumbents must demonstrate physical strength, agility and endurance; incumbents may be required to lift up to 80 lbs. (e.g., concrete bags) and carry up to 60 lbs. (e.g., concrete bags); stoops/stands for extended periods of time.	3	F	N/A	N/A	E	
Performs internal plumbing work for SCWA buildings/facilities (i.e., not for public water systems): installs, repairs, and maintains water filters, softeners, piping, pumps, sinks, toilets, back flow devices, supply lines, etc.; unplugs drains and toilets. Building Mechanic II (Building Mechanic I may assist): Installs, maintains, and repairs boilers, heaters, pumps, valves, and lines for steam and heated or processed water distribution.	4	O	Hand tools, power tools, PPE	N/A	E <i>(N for employees lacking experience in this trade area)</i>	

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Installs and maintains a variety of appliances, fixtures, and equipment; works with motors and engines connected to equipment; troubleshoots equipment to ensure proper startup.	5	O	Hand tools, power tools, PPE	N/A	E <i>(N for employees lacking experience in this trade area)</i>	
Performs general carpentry and construction work such as casework fabrication, setting cabinets and countertops, cutting and installing trim, installing sheetrock, etc.; repairs roofs; installs and repairs window and door closers, window glass, flooring, baseboards, doors, and other building components as necessary; builds and sets up office partitions/cubicles.	6	O	Hand tools, power tools, ladders, saws, PPE	N/A	E <i>(N for employees lacking experience in this trade area)</i>	
Prepares construction sites for concrete work by excavating, compacting, forming, and installing reinforcements; pours concrete; performs finishing work; uses mini excavator as needed.	7	O	Mini excavator, concrete, tools, PPE	N/A	E <i>(N for employees lacking experience in this trade area)</i>	
Installs, maintains, and troubleshoots electrical systems including conduit, wiring, and associated components of clocks, closed circuit televisions, automatic alarm systems, security systems, etc.; performs structured cabling for HDMI networks, audio and visual equipment; replaces light bulbs; potential exposure to live current. Building Mechanic II (Building Mechanic I may assist): Installs, repairs, and maintains single-phase and multi-phase electrical service panels (120 to 480 volts), transformers, motors, and controls (assigned to experienced electricians only).	8	O	Hand tools, power tools, ladder, ariel lift, PPE	N/A	E <i>(N for employees lacking experience in this trade area)</i>	

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Installs and maintains HVAC equipment, ducting, and finish registers; calibrates control systems for air conditioning, refrigeration, heating and ventilation; lifts and carries materials; climbs ladders and performs work on roofs; exposure to solvents and refrigerants. Building Mechanic II (Building Mechanic I may assist): Installs, maintains, and repairs various devices used to control temperatures and airflow (e.g., refrigerant compressors, condensers, evaporators, traps, transfer pumps, expansion valves, stop valves, float valves, refrigerant lines, air compressors, natural and manufactured gas distribution lines, etc.).	9	O	Hand tools, power tools, ladder, ariel lifts, PPE	N/A	E <i>(N for employees lacking experience in this trade area)</i>	
Performs general facility repairs and maintenance such as: installs, maintains, and repairs door locks, desk locks, and padlocks; makes keys; checks fire extinguishers and rechargers; hangs pictures; installs ceiling tiles.	10	F	Hand tools, power tools	N/A	E	
Prepares for and paints a variety of surfaces and structures; erects scaffolding and rigging; mixes and matches paints and other coating materials; cleans and maintains brushes, spray guns, and other equipment; safely stores and labels coating materials; paints overhead for extended periods of time; safely climbs up and down ladders and scaffoldings.	11	O	Paint, brushes, scaffolding, spray guns, ladders, tape, PPE	N/A	E <i>(N for employees lacking experience in this trade area)</i>	
Operates tractors, forklifts, backhoe loaders, mini excavators, ariel lifts, and other heavy equipment as needed; climbs up and down stairs or ladders to enter/exit equipment; reaches forward, down, and across to operate controls; monitors and remains alert to verbal and visual signs from other workers and equipment gauges and instruments to detect malfunctions and problems.	12	O	Phone/two-way radio	In-House Fork-Lift Certification within 6 months of employment	E	

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Sets up and breaks down meeting rooms: lifts, folds, stacks, and unstacks chairs; lifts, carries, and assembles folding tables; pushes, pulls, drags, and carries other tables and presentation/meeting materials.	13	F	Dolly, lift devices, and carts as needed	N/A	E	
Performs acetylene, arc, and electric welding to fit, fabricate, or repair parts, gates, railings, and other materials/equipment as necessary.	14	O	Welding equipment, PPE	N/A	N	
Keeps records and logs; prepares simple reports of work performed on standard and computerized forms and timecards; maintains Safety Data Sheets (SDS).	15	F	Computer, phone, files (digital and hard copy)	N/A	E	
Inspects buildings and associated mechanical, electrical, and plumbing equipment/systems to detect existing or potential problems; accurately analyzes situations and determines effective course of action; estimates time and materials needed to complete various maintenance, repair, and installation assignments.	16	F	Computer, phone, PPE	N/A	E	
Must possess the mental acuity to read and interpret blueprints, diagrams, instruction manuals, and component sketches; performs basic calculations; ensures work is done according to plans and codes.	17	F	Computer, phone	N/A	E	
Communicates in person, by phone, by email and via two-way radio; establishes and maintains effective working relationships; responds to requests for service and explains progress; receives and gives instructions; maintains a calm and professional demeanor.	18	F	Computer, phone	N/A	E	
Continuously observes safety practices and procedures, including wearing appropriate safety gear and reporting or correcting unsafe conditions; must possess considerable knowledge of occupational hazards and safety precautions.	19	C	Computer, phone, PPE	N/A	E	

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Drives agency vehicles and pickup trucks to, from, and around worksites, including rugged, remote, and off-road locations; inspects vehicle and reports any damage, safety, and maintenance issues; loads and unloads necessary equipment from vehicle.	20	F	Computer, phone, vehicle	Valid CA Drivers License	E	
Works long and irregular hours, including nights, weekends, and holidays during the response and recovery phases of emergency situations/emergency repairs.	21	O	Computer, phone, tools as needed	N/A	E	
Participates in continuous training to maintain and enhance knowledge and skills necessary for assigned duties.	22	O	Computer, phone	N/A	E	
Building Mechanic II only: May lead and train subordinate personnel (i.e., Building Maintenance Worker & Building Mechanic I); offers assistance and advice as needed; provides information on standard procedures and practices.	23	F	Computer, phone	N/A	E	

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 (e.g., driving vehicles/forklifts, using computer, operating equipment)	1, 2, 7, 12, 15, 17, 18, 20, 22, 23	O			
2 Walking (e.g., accessing WA buildings and work sites, moving through facilities)	1-14, 16, 19, 20, 23	F			
3 Running	N/A	N			
4 Standing (e.g., working on equipment, electrical panels, computer equipment, welding, painting)	1-14, 16, 17, 19-23	C			
5 Bending-Neck (e.g., looking up at overhead work, such as ceiling tiles & security cameras; looking down at work, using computer)	1-23	C			
6 Bending-Waist (e.g., looking under or in HVAC units, inspecting vehicles/equipment)	1-9, 12-14, 16, 20	F			
7 Squatting (e.g., replacing/repairing HVAC filters, inspecting vehicles/equipment)	1-12, 14, 16, 20	O			
8 Climbing (e.g., climbing ladders to get on roof/to access light bulbs)	1, 2, 6, 8, 9	O			
9 Kneeling (e.g., inspecting/fixing equipment)	1, 2, 4-6, 8-11	O			
10 Crawling (e.g., working in crawl spaces or other hard to reach areas)	1, 2, 4-6, 8-11	O			
11 Twisting-Neck (e.g., driving, using phone, computer, inspecting equipment, scanning environment for safety)	1-23	F			
12 Twisting-Waist (e.g., inspecting equipment/repairs, working in crawl spaces or other hard to reach areas)	1, 2, 4-9, 11-14, 16	F			
13 Repetitive Hand Use (e.g., using hand tools for construction work, painting, plumbing, or general maintenance)	1-23	C			
14 Simple Grasping-Right Hand (e.g., hand tools)	1-23	C			
15 Simple Grasping-Left Hand (e.g., hand tools)	1-23	C			
16 Power Grasping-Right Hand (e.g., hand tools, power tools)	1-12, 14, 20	F			
17 Power Grasping-Left Hand (e.g., hand tools, power tools)	1-12, 14, 20	F			
18 Fine Manipulation-Right Hand (e.g., using computer, hand tools, operating security and access control systems)	1, 2, 4-12, 14-23	F			
19 Fine Manipulation-Left Hand (e.g., using computer, hand tools, operating security and access control systems)	1, 2, 4-12, 14-23	F			
20 Pushing and Pulling-Right Hand (e.g., tool cart, trash can, man-lift, tables and chairs)	1, 2, 4-14, 20	F			
21 Pushing and Pulling-Left Hand (e.g., tool cart, trash can, man-lift, tables and chairs)	1, 2, 4-14, 20	F			
22 Reaching-Above shoulder level (e.g., replacing light bulbs, climbing ladders)	1-6, 8-11, 14, 16	F			
23 Reaching-Below shoulder level (e.g., replacing filters)	1-18, 20	F			
24 Lifting-up to 10 lbs. (e.g., tools)	1-23	C			
25 Lifting-11-25 lbs. (e.g., light fixtures, tools)	1-11, 13, 14, 20	F			
26 Lifting-26-50 lbs. (e.g., materials and supplies)	1-11, 13, 20	O			
27 Lifting 51-75 lbs. (e.g., materials and supplies, 60 lb. concrete bags)	1-11, 13, 20	O			

Activity	Examples of Duties/Functions Requiring Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY: Permanently Restricted
28 Lifting 76-100 lbs. (e.g., materials and supplies, 80 lb. concrete bags lifted to truck-bed height)	1-11, 13, 20	O			
29 Lifting 100 + lbs.	N/A	N			
30 Carrying 0-10 lbs. (e.g., tools)	1-23	C			
31 Carrying 11-25 lbs. (e.g., light fixtures, tools)	1-11, 13, 20	F			
32 Carrying 26-50 lbs. (e.g., materials and supplies)	1-11, 13, 20	O			
33 Carrying 51-75 lbs. (e.g., materials and supplies, 60 lb. concrete bags)	1-11, 13, 20	O			
34 Carrying 76-100 lbs.	N/A	N			

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 (e.g., driving, using computer)	1, 2, 4-23	C			
2 Functional color vision, normal or corrected (e.g., performing electrical work)	1, 2, 4, 5, 8, 9, 11, 16, 17	O			
3 Functional night vision, normal or corrected (e.g., during emergency or on-call work; working before sunrise and after sunset)	1, 2, 4-23	O			
4 Functional hearing, normal or corrected (e.g., communicating with clients, co-workers, supervisors, and public in person, via two-way radio or phone)	1, 2, 4-23	C			
5 A sense of smell or taste (e.g., sensing fumes, vapors, leaks) (Smell Only)	1, 2, 4-23	C			

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	C			
2 Follow Written Instructions	C			
3 Required to sustain concentration	F			

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	C			
2 Organize own work	F			
3 Able to ask questions or request assistance when needed	C			
4 Required to make decisions independently	F			
5 Required to train and/or lead other staff	O			

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
6 Required to direct other staff (e.g., planning, goal setting, performance)	N			

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	F			
2 Meet time sensitive deadlines	F			
3 Long and/or irregular hours (e.g., during on-call/emergency work)	O			
4 Limited/unpredictable opportunity for breaks (e.g., during on-call/emergency work)	O			
5 Required to perform on-call or emergency work	O			

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	F			
2 Attention divided by issues requiring multi-tasking	F			
3 Work requires precise attention to detail	C			
4 Use of judgment in routine matters	C			
5 Requires use of judgment in adapting procedures from one task to another	F			
6 Possible legal ramifications associated with work activities or work product (e.g., personal or property damage associated with work)	C			

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)	F			
2 Interactions limited to giving/receiving information	F			
3 Interactions exceed giving/receiving information (e.g., advises, persuades, justifies)	O			
4 Interactions occur under circumstances of emotional stress (e.g., occasionally deal with unhappy customers)	O			
5 Risk of confrontation with violent or assaultive clients or customers	O			

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 (e.g., inside electrical, plumbing, office set up)	F			
2 Work Outside (e.g., install signs, CCTV, car chargers, streetlights)	F			
3 Extreme Heat (above 100 degrees) (e.g., working on roof to fix broken AC on hot days)	O			
4 Extreme Cold (below 32 degrees) (e.g., working outside on cold mornings, freezer repair)	O			
5 Excessive Noise (must raise voice to be heard) (e.g., HVAC motor noise, jack hammer)	O			
6 Vibration (e.g., jack hammer, hammer drill, chainsaw, etc.)	O			
7 Dust, Vapors, Fumes, Smoke (e.g., dust exposure, paint fumes)	O			
8 Silica, asbestos, etc. (e.g., possible/unknown exposure to silica dust – PPE & proper ventilation used)	O			
9 Solvents (e.g., gas, turpentine, etc.)	O			
10 Grease, oils	O			
11 Acidic, Caustic Solutions (e.g., paints)	O			
12 Pesticides (e.g., using hornet spray)	O			
13 Explosives (e.g., dynamite, bomb, etc.)	N			
14 Cleaning supplies, abrasives	F			
15 Other Chemicals (e.g. drugs and other contraband)	N			
16 Human Blood, Body Tissues, or Fluids (e.g., fixing clogged sewer, internal plumbing)	O			
17 Human Wastes (e.g., fixing clogged sewer, internal plumbing)	O			
18 Animal Blood, Body Tissues, or Fluids (e.g., removing dead rats as needed; SCWA has an exterminator, but BMs would remove a dead animal from facility properties as needed)	O			
19 Animal Wastes (e.g., removing animal wastes as needed; SCWA has an exterminator, but BMs would remove animal waste from facility properties as needed)	O			
20 Biological Toxins (e.g., poison ivy, poison oak, anthrax, etc.)	O			
21 Insect Bites (e.g., ticks, mosquitos, spiders, bee/hornet/wasp stings etc.)	O			
22 Biomedical Waste	N			
23 Ionizing Radiation	N			
24 Non-Ionizing Radiation	N			
25 Electrical Energy (e.g., replacing or servicing electrical equipment)	F			
26 Walking on uneven, slippery, or rough surfaces (e.g., working at treatment plants, working outside)	F			
27 Proximity to moving mechanical parts (e.g., equipment, machinery, pumps, blowers, motors)	F			
28 Proximity to moving vehicles or objects	O			
29 Heights (e.g., step ladders, ladders, installing lights and cameras on poles)	O			
30 Contact with water, other liquids, humid conditions - not weather related	O			
31 Work Below Ground (e.g., vaults, crawl spaces)	O			
32 Potential exposure to airborne infectious diseases (e.g. clinics, labs, corrections)	N			
33 Operates non-commercial motor vehicles (cars, trucks)	F			

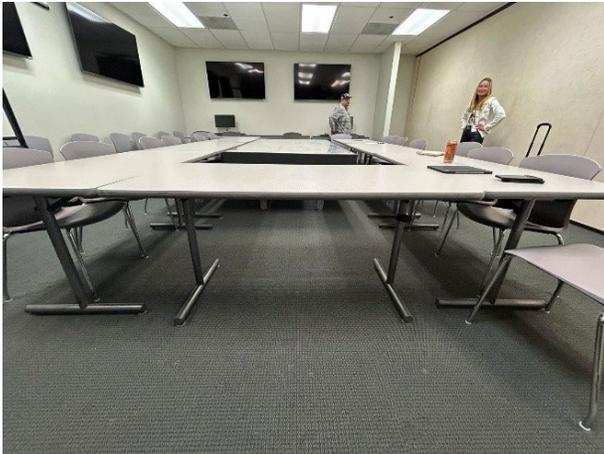
Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
34 Operates commercial vehicles – CDL Class <u> N/A </u> Endorsements <u> N/A </u>	N			
35 Operates passenger van to transport clients, inmates, etc.	N			
36 Pulls non-commercial trailers or equipment	O			
37 Operates heavy equipment (<i>e.g., Forklift, Backhoe Loader, Mini Excavator</i>)	O			
38 Other:	N/A			

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	X	X	Annually
2 DOT Commercial Driver Drug and Alcohol Screening			
3 DOT Commercial Driver Physical Exam			
4 Respirator Physical Exam			As required by physician
5 Respirator Questionnaire – Short			
6 Respirator Questionnaire – Standard	X	X	Annually
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		X	Offered
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.



6' Tables in Conference Rooms

- Push/pull/drag around room
- 24 tables



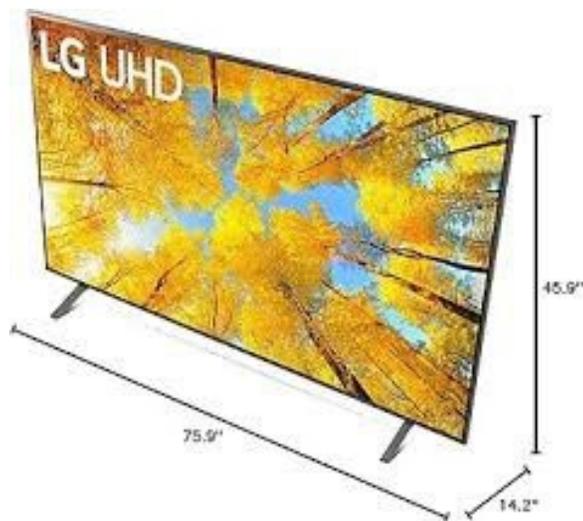
6' Tables in Conference Rooms

- 85 lbs.
- Push force = 38.63 lbs.
- Pull force = 38 lbs.



Facilities Table

- 80+ lbs. force to move



86" Monitor/TV

- 100.5 lbs.
- Team lifts up to 43 inches



Man-Lift

- Push force = 40.73 lbs.



Man-Lift

- Push force = 40.73 lbs.



Security Camera

- Mounted throughout most sites



Placement of Security Camera at 404 Aviation Building



10 ft Ladder = 45 lbs.
12 ft Ladder = 64 lbs.



Sample of Caged Ladder
- Often climbed for roof access



HVAC Unit Serviced by Building Mechanics



Boiler Serviced by Building Mechanics



Boiler Serviced by Building Mechanics



Bags of Concrete

- 60 – 80 lbs.
- Lifted from ground up to 36 inches



Solar Panels Maintained by Building Mechanics

- On roof at 404 Aviation



Sample of Parts/Equipment Used



Tub for Parts



Cable

1. 50 lbs.
2. Lifted from ground up to 36 inches

Building Mechanics will also move and assemble:

- 1) Sit to Stand workstations – weigh up to 78 lbs. (recommend 2-person lift)
- 2) 6' x 6' x 51" Cubicle Section/Panel – average weight of 23 lbs. per panel.

Building Mechanics experience:

- 1) Awkward postures while accessing repairs (i.e., bending over equipment)
- 2) Perform work that requires "Lock Out/Tag Out"
- 3) Will average walking more than 10,000 steps daily