

COUNTY OF SONOMA - JOB DEMANDS ANALYSIS

JOB CLASSIFICATION: Fairgrounds Maintenance Worker and Senior
DEPARTMENT: Fairgrounds
DOT OCCUPATION CODE: 899.684-046

DATE COMPLETED: May 2024
DIVISION: Maintenance
PHYSICAL DEMAND STRENGTH RATING: Heavy

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 (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. Reason position exists? (Y/N)	G. 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 outdoors in all types of terrain, vegetation, and weather conditions, performing duties in both daylight and dark/dim conditions.							
Works irregular shifts, including days, evenings, nights, weekends, and holidays; responds to emergency call-backs; routinely works more than 5 hours of overtime weekly during the Fair and special events. Must work onsite.	1	F			Y	E	
Operates tractors, forklifts, and other heavy equipment on the Fairgrounds to harrow, disc, rotovate, and drag horse show rings, track areas, and other facilities; sits for long periods of time; climbs up and down stairs or ladder rungs to enter and exit equipment; reaches forward, down, and across to operate controls; monitors and remains alert to verbal and visual signs from other workers, and to equipment instrument and gauges to detect malfunctions and problems.	2	F	Heavy equipment, forklift, ladder, PPE	Forklift certification	Y	E	

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Inspects vehicles, machines, equipment and tools and reports damage, wear, required repairs and maintenance, and need for replacement; performs routine maintenance of equipment; cleans, sharpens, and maintains hand tools.	3	F	PPE		N	E	
Rakes, cleans and sweeps grandstands, stalls, tack rooms, and grounds; pitches straw and sawdust into horse stalls; digs ditches; shovels dirt, sawdust, and other materials; picks up trash, rocks, and litter from buildings and grounds; lifts and carries garbage cans, building forms, and other materials, weighing up to 80 pounds; inspects and ensures cleanliness of grounds and buildings; stands and walks for extended periods of time; pushes, pulls, bends, reaches, twists.	4	F	Pitchfork, shovel, broom, PPE		Y	E	
Sets up and disassembles furniture, staging and equipment, props, and fences for events; bends, stoops, kneels.	5	F	Small hand tools		Y	E	
Cleans and sanitizes restrooms and other facilities; sweeps, mops and waxes floors; restocks supplies; reaches, stretches, stoops, and bends.	6	F	Cleaning supplies; broom; mop; floor wax machine		Y	E	
Mows grass; waters landscaped areas; applies herbicide and pesticide sprays; waters down arenas, track, parking areas, and other facilities; stands and walks for extended periods of time; reaches, pushes, twists.	7	F	Mower, hoses, pesticide sprayer, PPE		N	Y	
Communicates in person, by phone, by email and via two-way radio with co-workers and event vendors; coordinates activities; receives and gives instruction; provides information; maintains a calm and courteous demeanor.	8	F	Computer, phone, two-way radio		N	E	
Continuously observes safety practices and procedures; actively utilizes and implements established safety practices; wears appropriate safety gear.	9	C	PPE		N	E	
Performs carpentry and masonry work, such as building performance stages; paints structures. May assist with plumbing work.	10	O	Hand tools, paint brush/roller, PPE		N	N	
Oversees and assigns work of community service community workers and court referral workers.	11	F			N	N	
Senior Fairgrounds Maintenance Worker only:							
Works independently and uses good judgment while leading and assisting staff engaged in the maintenance of the Fairgrounds buildings and grounds: assigns work; advice and technical	12	F	Computer		Y	E	

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. Reason position exists? (Y/N)	G. 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.
guidance.							
Writes reports on operational activities; maintains records, both in paper format and electronically.	13	O	Computer		Y	E	
Observes work being performed for compliance with safety practices and procedures and corrects unsafe behavior.	14	C			Y	E	
Assign, coordinate, and supervise Maintenance Workers	15	C			Y	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
Sitting (i.e., Operating tractors, forklifts, heavy equipment, mowers, golf carts, trucks; Using computer)	2,8,12,13	O			
Walking (i.e., Inspecting vehicles, machines, equipment and tools; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties)	3-7,10	F			
Running	NA	N			
Standing(i.e., Inspecting vehicles, machines, equipment and tools; Performing routine maintenance of equipment and tools; Cleaning, sharpening and maintaining hand tools; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	3,4,6,7,10	F			
Bending-Neck (i.e., Operating tractors, forklifts, heavy equipment, mowers, golf carts, trucks; Using computer; Inspecting vehicles, machines, equipment and tools; Performing routine maintenance of equipment and tools ; Cleaning, sharpening and maintaining hand tools; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	2-14	F			
Bending-Waist (i.e., Operating tractors, forklifts, heavy equipment, mowers, golf carts, trucks; Inspecting vehicles, machines, equipment and tools; cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	2-7,10	F			
Squatting (i.e., Inspecting vehicles, machines, equipment and tools; cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	3-6,10	F			
Climbing (i.e., Up/down stairs or ladders to enter/exit equipment; Painting structures; Performing carpentry and masonry work)	2,10	F			
Kneeling (i.e., Inspecting vehicles, machines, equipment and tools; cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	3-6,10	O			
Crawling(i.e., Inspecting vehicles, machines, equipment and tools; cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Painting structures; Performing carpentry and masonry work)	3,5,10	O			
Twisting- NECK (i.e., Operating tractors, forklifts, heavy equipment, mowers, golf carts, trucks; Using computer; Inspecting vehicles, machines, equipment and tools; Cleaning grandstands, stalls,	2-14	F			

Activity	Examples of Duties/Functions Requiring Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY: Permanently Restricted
grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)					
Twisting-WAIST (i.e., Operating tractors, forklifts, heavy equipment, mowers, golf carts, trucks; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	2,4,6,7,10	F			
Repetitive Hand Use (See tasks below)	2-14	C			
Simple Grasping-Right Hand (i.e., Operating tractors, forklifts, heavy equipment, mowers, golf carts, trucks; Using computer, phone, two-way radio; Inspecting vehicles, machines, equipment and tools; Performing routine maintenance of equipment and tools; Cleaning, sharpening and maintaining hand tools; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	2-14	C			
Simple Grasping-Left Hand (i.e., Operating tractors, forklifts, heavy equipment, mowers, golf carts, trucks; Using computer, phone, two-way radio; Inspecting vehicles, machines, equipment and tools; Performing routine maintenance of equipment and tools; Cleaning, sharpening and maintaining hand tools; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	2-14	C			
Power Grasping-Right Hand (i.e., Operating tractors, forklifts, heavy equipment, mowers; Performing routine maintenance of equipment and tools; Cleaning, sharpening and maintaining hand tools; Setting up Event Spaces; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	2-7,10	F			
Power Grasping-Left Hand i.e., Operating tractors, forklifts, heavy equipment, mowers; Performing routine maintenance of equipment and tools; Cleaning, sharpening and maintaining hand tools; Setting up Event Spaces; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Setting up event spaces; Performing landscaping duties; Painting structures; Performing carpentry and masonry work)	2-7,10	F			
Fine Manipulation-Right Hand (i.e., Performing routine maintenance of equipment and tools; Cleaning, sharpening and maintaining hand tools; Setting up Event Spaces; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Painting structures; Performing landscaping duties; Performing carpentry and masonry work)	3,5,6,10	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
Fine Manipulation-Left Hand (i.e., Performing routine maintenance of equipment and tools; Cleaning, sharpening and maintaining hand tools; Setting up Event Spaces; Cleaning grandstands, stalls, grounds, restrooms and other facilities; Painting structures; Performing landscaping duties; Performing carpentry and masonry work)	3,5,6,10	O			
Pushing and Pulling -Right Hand (i.e., Raking, Cleaning and sweeping grandstand, stalls, tack rooms and grounds; Pitching straw and sawdust into stalls, digging/shoveling dirt, sawdust, other materials; Setting up Event Spaces; Mowing Grass; Performing carpentry and masonry work; Painting Structures)	4-7,10	F			
Pushing and Pulling- Left Hand (i.e., Raking, cleaning and sweeping grandstand, stalls, tack rooms and grounds; Pitching straw and sawdust into stalls, digging/shoveling dirt, sawdust, other materials; Setting up Event Spaces; Mowing Grass; Performing carpentry and masonry work; Painting Structures)	4-7,10	F			
Reaching -Above Shoulder Level (i.e., Inspecting vehicles, machines, equipment; Setting up Event Spaces; Cleaning and sanitizing restrooms and other facilities; Performing carpentry and masonry work; Painting Structures)	3,5,6,10	F			
Reaching- Below Shoulder Level(i.e., Operating tractors, forklifts, heavy equipment, mowers, golf carts, trucks; Inspecting vehicles, machines, equipment; Raking, cleaning and sweeping grandstand, stalls, tack rooms and grounds; Pitching straw and sawdust into stalls, digging/shoveling dirt, sawdust, other materials; Setting up Event Spaces; Cleaning and sanitizing restrooms and other facilities; Mowing Grass; Performing carpentry and masonry work; Painting Structures)	2-7,10	F			
Lifting-up to 10 lbs. (i.e., Performing routine maintenance of equipment; Cleaning, sharpening and maintaining hand tools; Picking up trash, rocks and litter; Setting up Event Spaces; Restocking Restroom supplies; Using phone or two-way radio; Moving supplies to perform landscaping duties, painting, masonry or carpentry)	3-14	F			
Lifting-11-25 lbs. (i.e., Placing ladders/Step-stools; Moving, pitching straw and sawdust; Digging/Shoveling dirt, sawdust and other materials; Lifting garbage cans and trash bags; Restocking Restroom supplies; Setting up Event Spaces; Moving supplies to perform landscaping duties, painting, masonry or carpentry)	2,4-7,10	F			
Lifting-26-50 lbs. (i.e., Placing ladders/Step-stools; Moving, pitching straw and sawdust; Digging/Shoveling dirt, sawdust and other materials; Lifting garbage cans and full trash bags; Restocking Restroom supplies; Setting up Event Spaces; Moving supplies to perform landscaping duties, painting, masonry or carpentry)	2,4,5,10	F			
Lifting 51-75 lbs. (i.e., Moving building and other materials; Setting up Event Spaces, especially outdoor spaces for horses/livestock)	4,5	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
Lifting 76-100 lbs. (i.e., Moving building and other materials; Setting up Event Spaces, especially outdoor spaces for horses/livestock)	4,5	O			
Lifting 100 + lbs. (Setting up outdoor event spaces using Powder River Horse/Livestock Panels**Team Lift**)	5	N			
Carrying 0-10 lbs. (i.e., Performing routine maintenance of equipment; Cleaning, sharpening and maintaining hand tools; Picking up trash, rocks and litter; Setting up Event Spaces; Restocking Restroom supplies; Using phone or two-way radio; Moving supplies to perform landscaping duties, painting, masonry or carpentry)	2-14	F			
Carrying 11-25 lbs. (i.e., Placing ladders/Step-stools; Moving, pitching straw and sawdust; Digging/Shoveling dirt, sawdust and other materials; Lifting garbage cans and trash bags; Restocking Restroom supplies; Setting up Event Spaces; Moving supplies to perform landscaping duties, painting, masonry or carpentry)	2,4-7,10	F			
Carrying 26-50 lbs. (i.e., Moving, pitching straw and sawdust; Digging/Shoveling dirt, sawdust and other materials; Lifting garbage cans and full trash bags; Restocking Restroom supplies; Setting up Event Spaces; Moving supplies to perform landscaping duties, painting, masonry or carpentry)	4,5	F			
Carrying 51-75 lbs. (i.e., Moving building and other materials; Setting up Event Spaces, especially outdoor spaces for horses/livestock)	4,5	O			
Carrying 76-100 lbs. (i.e., Moving building and other materials; Setting up Event Spaces, especially outdoor spaces for horses/livestock)	4,5	O			

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
Functional vision, normal or corrected (i.e., Performing all tasks while observing, monitoring, inspecting to maintain safety)	1-14	C			
Functional color vision, normal or corrected (i.e., Performing routine maintenance of equipment; Setting up staging and props; Painting structures)	3,5,10	O			
Functional night vision, normal or corrected (i.e., Performing duties in dark/dim conditions)	1,5	O			
Functional hearing, normal or corrected Performing all tasks while listening, monitoring to maintain safety)	1-14	C			
A sense of smell or taste (i.e., Detecting equipment malfunctions; Inspecting and ensuring cleanliness of grounds and buildings)	2-4,6	F			

PART 4: COMPREHENSION LEVEL

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
Follow Oral Instructions	F			
Follow Written Instructions	F			
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
Follow set procedures	C			
Organize own work	F			
Able to ask questions or request assistance when needed	C			
Required to make decisions independently	O			
Required to train and/or lead others	O			
Required to direct others (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
Tightly scheduled and rapid pace of work activities at high volume	O			
Meet time sensitive deadlines	F			
Long and/or irregular hours	O			
Limited/unpredictable opportunity for breaks	O			
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
Variable and unpredictable workflow	O			
Attention divided by issues requiring multi-tasking	O			
Work requires precise attention to detail	F			
Use of judgment in routine matters	F			
Requires use of judgment in adapting procedures from one task to another	O			
Possible legal ramifications associated with work activities or work product	C			

PART 8: INTERACTIONS WITH OTHERS

Activity	FREQUENCY RATING Never, Occasional; Frequent, or Constant	MEDICAL Can Perform	PROVIDER Temporarily Restricted	USE ONLY Permanently Restricted
Works with others (e.g., co-workers, other departments/agencies, public)	F			
Interactions limited to giving/receiving information	F			
Interactions exceed giving/receiving information (e.g., advises, persuades, justifies)	O			
Interactions occur under circumstances of emotional stress	O			
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
Work Inside	O			
Work Outside	C			
Extreme Heat (above 100 degrees)	O			
Extreme Cold (below 32 degrees)	O			
Excessive Noise (must raise voice to be heard)	O			
Vibration (e.g., jack hammer, hammer drill, chainsaw, etc.)	O			
Dust, Vapors, Fumes, Smoke	O			
Silica, asbestos, etc.	F			
Solvents (e.g., gas, turpentine, etc.)	O			
Grease, oils	O			
Acidic, Caustic Solutions	O			
Pesticides	O			
Explosives (e.g., dynamite, bomb, etc.)	N			
Cleaning supplies, abrasives	O			
Other Chemicals (e.g. drugs and other contraband)	O			
Human Blood, Body Tissues, or Fluids	O			
Human Wastes	O			
Animal Blood, Body Tissues, or Fluids	O			
Animal Wastes	O			
Biological Toxins (e.g., poison ivy, poison oak, anthrax, etc.)	O			
Insect Bites (e.g., ticks, mosquitos, spiders, etc.)	O			
Biomedical Waste	O			
Ionizing Radiation	N			
Non-Ionizing Radiation	N			
Electrical Energy	O			
Walking on uneven, slippery, or rough surfaces	O			
Proximity to moving mechanical parts (e.g., equipment, machinery)	O			
Proximity to moving vehicles or objects	O			
Heights (e.g., rooftop, ladders, scaffolding, etc.)	O			
Contact with water, other liquids, humid conditions - not weather related	O			
Work Below Ground: (e.g., excavation, trench, etc.)	N			
Potential exposure to airborne infectious diseases (e.g. clinics, labs, corrections)	N			
Operates non-commercial motor vehicles (cars, trucks)	O			
Operates commercial vehicles – CDL Class <u> N/A </u> Endorsements <u> N/A </u>	N			
Operates passenger van to transport clients, inmates, etc.	N			
Pulls non-commercial trailers or equipment	O			
Operates heavy equipment	O			
Other:	N			

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.)
Audiometric Testing	X	X	Annually
DOT Drug and Alcohol Screening			
DOT Physical Exam			
Respirator Physical Exam	X	X	Initial and as necessary by physician
Respirator Questionnaire – Short			
Respirator Questionnaire – Standard	X	X	Annually
Blood lead level			
Hazardous Waste/Emergency Worker physical			
Heavy metal screen (mercury, lead, arsenic)			
HINT Hearing Noise Sensitivity Testing			
Tuberculosis skin test			
Vaccine: MMR			
Vaccine: Hepatitis B		X	offered
Vaccine: Influenza			
Vaccine: Meningococcal			
Vaccine: Pneumococcal			
Vaccine: Rabies			
Vaccine: Tdap			
Vaccine: Chickenpox			

PART 11: ADDITIONAL INFORMATION, PICTURES, ETC.



Powder River Horse/Livestock Fence/Gates
Up to 153 lbs. per section



Portable Livestock Fence/Gates for
smaller animals; Moved around grounds
on pallets with Forklift



Bases for Exhibit Booths – 10 lbs.
Lifted from the Floor to 32” cart



Push from behind Floor Machine



Riding Floor Machine



Sample of Forklift used to move large Items and equipment around grounds and facility



8' x 30'' tables – 61 lbs. each
15 Table Rack/Cart with handle at 42'' high
Push Force = 46.37 lbs.
Pull Force = 59.37 lbs.

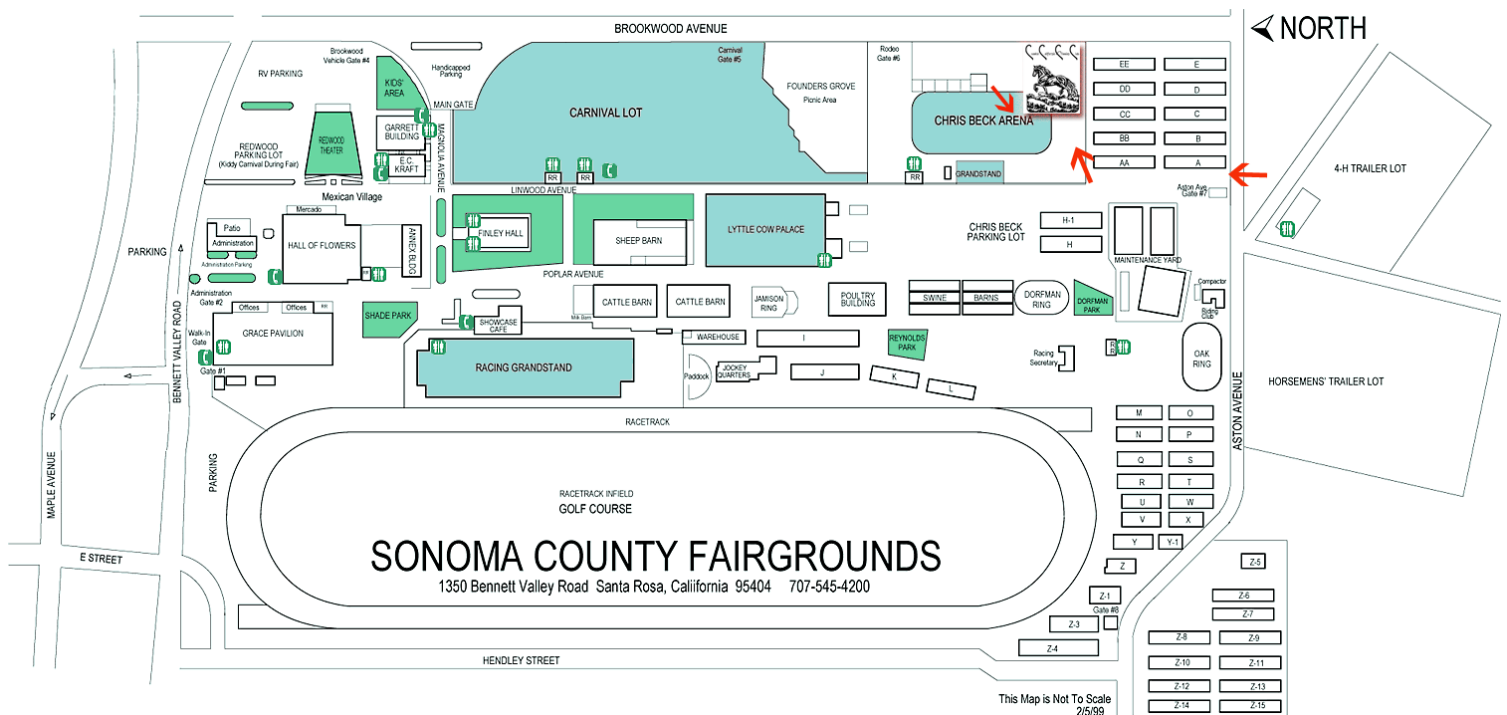


RV Park at Sonoma County Fairgrounds
-Maintenance Workers clean and sanitize restroom
-Maintenance Workers maintain landscaping in RV Park



Concrete Mix – up to 80 lbs.

5-gallon bucket of paint – Range from 40-90 lbs.
Avg. weight of 5-gal. of latex paint = 45-55 lbs.



Map of Fairgrounds – does not include Saralee and Richard’s Barn

Work performed on all 150 acres (including RV Park and Parking Lots)

- Tasks include Janitorial Tasks when contract labor not in use
- To include maintenance of the Race Track; outside of Racing Season
- Contract labor is used during The Fair and other events, such as Country Summer to manage litter/garbage throughout grounds, facilities and buildings, and cleaning of Restrooms
- All regular staff may supervise “Community Service” workers