

Job Demand Analysis

Placement/Job Title:	Project Engineer
Division/Branch:	Infrastructure and Operations/Infrastructure Delivery
Date of Assessment:	20 December 2016
Assessment Completed By:	Human Resources Advisor Manager Works Services
Standard Hours:	9.00am to 5.00pm, Monday to Friday
Variable Hours:	<input checked="" type="checkbox"/> Overtime <input type="checkbox"/> On Call <input type="checkbox"/> Call Outs
Breaks / Rest Periods:	1 hour lunch

Environmental/Psychosocial Factors

The Project Engineer is required to:

- Monitor Project works in order to ensure work is completed efficiently and in the expected time frames.
- Approximately 30% of work tasks are performed within an office environment.
- Approximately 70% of tasks are performed on site. This includes field visits for roads job sites, open fields, sewerage systems etc.
- Is exposed to all weather conditions and may work in uneven/sloped terrain and slippery/muddy ground surfaces (gum boots are available for use). The work area may be surrounded by water and hazards may be present. Snakes, spiders and other vermin may also be present in the vicinity of the work area.
- May also have to deal with complaints from members of the public and deal with these in an effective and time efficient manner.

Job Descriptions

The Project Engineers are responsible for:

- Ensuring that maintenance construction of Civil Infrastructure Assets assigned are completed to relevant plans and specifications required by clients.

See Position Description for further information.

Physical Demands	Rarely 1-5%	Occasional 6-33%	Frequent 34-66%	Continuous 67-100%	Comments
Standing		X			Required when performing office based tasks and when attending site inspections.
Walking		X			Required within the office environment and when performing field site inspections. A variety of terrain is traversed on site, including even, uneven, sloped and inclined surfaces.

Physical Demands	Rarely 1-5%	Occasional 6-33%	Frequent 34-66%	Continuous 67-100%	Comments
Sitting			X		An adjustable ergonomic chair is available for use within the office environment. Sitting in the vehicle is also required when driving to/from site.
Climbing	X				May be required to access areas on site.
Bending / Stooping		X			May be required to access areas on site such as sewer pits, storm water lines and/or inspection tasks to occur. Also required on an occasional basis when using the dumpy level.
Squatting / Crouching		X			May be required to access areas on site, to allow inspection tasks to occur.
Kneeling	X				Rarely required, but may be needed when accessing areas on site, to allow inspection tasks to occur.
Reaching overhead	X				Rarely required.
Reaching at waist level or below.			X		Required when driving vehicles, moving equipment to/from site and when performing inspection tasks. Also required when performing computer based data entry and drafting tasks.
Crawling	X				Rarely required.
Trunk Rotation	X				Rarely required, but may be needed when lifting/carrying equipment, using equipment and accessing areas on site, to allow inspection tasks to occur.
Repetitive Forearm, hand and finger movement				X	Bilateral fine motor actions are required for computer based data entry and drafting tasks, with manual writing and when driving. Also required when performing inspections on site.
Manual dexterity and handling		X			Carrying of equipment may be required to/from site.

Manual Handling			
	Weight:	Frequency:	Comments:
Lifting	5-15 kg	Occasionally	Lifting of equipment is required to/from the vehicle and on site.
Carrying	5-15 kg	Occasionally	Carrying of equipment is

			required to/from the vehicle and on site.
Pushing/Pulling	Not required	Not applicable	Not applicable.

Tools Used

Tool:	Weight:	Comments:
Dumpy level	5 kg	May be lifted/carried around the site as required.
Hand tools	1-2kg	A variety of hand tools may be used such as claw hammers, spirit levels and tape measures as required on site.
Measuring Wheel	0.5kg	Requires walking along to measure distances of jobs.

Balance

	Exposure to:	Comments:
Level ground	Yes	Within the office area and when performing site visits.
Uneven ground	Yes	When performing site inspections and survey tasks.
Unprotected heights or high levels	Yes	Climbing to heights may be required when inspecting sewer man holes and storm water lines.

Environmental Conditions

	Exposure to:	Comments:
Inside work	Yes	When performing office based tasks.
Outside work	Yes	When performing site visits.
Night Work	Yes	Rarely but may be required for emergency situations.
Extreme heat	Yes	Exposed to a variety of weather conditions.
Extreme cold	Yes	
Humid or wet	Yes	
Noise	Yes	Workers may be exposed to noise of equipment when performing site visits. They may also be exposed to general traffic and plant noise when on site.
Vibration	Yes	Workers may be exposed to vibration if rollers and/or plant are operating nearby.
Mechanical hazards	Yes	The worker may be exposed to traffic, plant machinery and equipment/machinery when performing site visits.
Electrical hazards	Yes	The worker may be exposed to electrical hazards when performing site visits.
Risk of burns	No	Not applicable.
Radiant energy	Yes	When performing site inspections/visits in outside areas. Sun protection is worn.
Poor ventilation	No	Not applicable.
Moving objects	Yes	The worker may be exposed to traffic, plant machinery when performing site visits.
Sharp tools	No	Not applicable.
Cluttered or slippery floors	Yes	The worker may be exposed to muddy and/or slippery work environments when performing site inspections.
Elevated surfaces	Yes	The worker may be exposed to elevated

Environmental Conditions		
	Exposure to:	Comments:
		surfaces when performing survey and/or inspection tasks on bridges.
Lighting	No	Not applicable.
Exposure to fumes/odours/ dusts/mists/ gases	Yes	Exposure to dust/odours may occur at site visits.
Exposure to biological hazards	Yes	Exposure may occur at site visits such as the saleyards, landfill and sewerage areas.

Sensory/Communication		
	Required:	Comments:
Vision	Yes	Vision is required when performing computer based and administrative duties. Vision is also required when driving to/from site, when performing survey/site inspections and when taking readings.
Hearing	Yes	General liaison with other workers and members of the public is required and the worker also needs to be aware of surrounding traffic, plant and equipment when on site.
Speech	Yes	General liaison with other workers and members of the public is required.
Reading	Yes	Completion of paperwork as required.
Writing	Yes	Completion of paperwork as required.
Numerical ability	Yes	When calculating readings (a calculator is used) and for reporting purposes.

This Job Demand Analysis has been assessed and approved by the relevant Supervisor and corresponding Manager within Dubbo Regional Council. This Job demand Analysis will be implemented on 20 December 2016.