

COUNTY OF SONOMA - JOB DEMANDS ANALYSIS

JOB CLASSIFICATION: Assistant Land Surveyor (0997)
DEPARTMENT: WTR
PHYSICAL DEMAND STRENGTH RATING: Light

DATE COMPLETED: April 2026
DIVISION: Engineering

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.
While performing the following duties, employees in this position work in a typical office setting, sitting for long periods of time and routinely using office equipment such as computers, phones, photocopiers, fax machines, etc., and in the field, walking over steep, uneven, and slippery terrain.				Land Surveyor-in-Training certificate issued by the State of California Board for Engineers, Land Surveyors, and Geologists within the one-year trial period.		

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Learns to read, interpret, and understand development plans, property descriptions, maps, and other documents; reviews for compliance with applicable federal, state, County codes, regulations, and local ordinances; identifies map boundary issues; with direction may take appropriate action to resolve; comments on validity and accuracy; approves and accepts maps and property descriptions on behalf of Sonoma Water and the County.	1	F	Computer, phone		E	
With direction, works on complex and detailed technical reports, maps, specifications, contracts, and other written materials; performs complicated calculations to reconcile property descriptions and to mitigate impacts on adjoining properties; understands and applies direction, orientation, and vector descriptions; prepares staff reports for the Board of Supervisors; utilizes spreadsheets; ensures accuracy of information and conformance with all applicable codes, regulations, and laws	2	F	Computer		E	
Learns to communicate with building and design professionals, private surveyors, property owners, and the general public, in person, by phone, and email; interprets and explains complex codes, policies, and procedures; provides technical descriptions; responds to general questions related to county and state development codes; in a heavy volume and fast paced environment; maintains a professional demeanor in challenging situations; works collaboratively with applicants.	3	F	Computer, phone		E	

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Uses good judgment and discretion while assisting with surveying, plan checking, boundary analysis, right-of-way surveying, inspections, and acquisitions and vacations for road abandonment; uses survey equipment to measure and quantify distance, area, and volume; attaches survey equipment to tripod; adjusts vision from looking into survey equipment to looking across distances; takes photographs; carries equipment weighing up to 25 pounds; walks over uneven, steep and slippery terrain.	4	F	Survey Equipment		E	
Drives Agency vehicle/pick-up truck to offsite locations, including rugged, remote, and off-road locations; inspects vehicle and reports any issues or damage.	5	O	Vehicle	CA Driver's License	E	
Participates in safety meetings and continuously observes safety practices and procedures; actively utilizes and implements established safety practices.	6	O	Computer		E	
Performs office support work such as filing, copying, billing, receipting, file research, and file prep; enters information into computerized system; creates reports.	7	O	Computer		E	
Retrieves paper files and rolled plans, weighing up to 15 pounds; reaches above and below shoulder level to access documents.	8	O	Hand cart		E	
Actively participates in department advisory groups and teams, such as safety, process improvement, new program implementation/initiatives; provides input and makes recommendations; responds to requests for information. provides information to co-workers.	9	O	Computer, phone		E	
Participates in continuous training to maintain and enhance knowledge and skills required for this position.	10	O	Computer		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	all	F			
2 Walking	all	F			
3 Running	N/A	N			
4 Standing	all	F			
5 Bending-Neck	all	C			
6 Bending-Waist	all	O			
7 Squatting – performing survey work, retrieving files	4, 7, 8	O			
8 Climbing - step stool, performing survey work	4, 7, 8	O			
9 Kneeling – pulling files, performing survey work	4, 7, 8	O			
10 Crawling	N/A	N			
11 Twisting (neck)	all	F			
12 Twisting (waist)	all	O			
13 Repetitive Hand Use	all	F			
14 Simple Grasping-Right Hand	all	F			
15 Simple Grasping-Left Hand	all	F			
16 Power Grasping-Right Hand	N/A	O			
17 Power Grasping-Left Hand	N/A	O			
18 Fine Manipulation-Right Hand –attaching survey equipment to tripod	4 & 7	O			
19 Fine Manipulation-Left Hand - attaching survey equipment to tripod	4 & 7	O			
20 Pushing and Pulling (right hand)	all	O			
21 Pushing and Pulling (left hand)	all	O			
22 Reaching (above shoulder level)	all	O			
23 Reaching (below shoulder level)	all	O			
24 Lifting-up to 10 lbs.	all	F			
25 Lifting-11-25 lbs. – Survey equipment, rolled plans	4, 7, 8	O			
26 Lifting-26-50 lbs.	N/A	N			
27 Lifting 51-75 lbs.	N/A	N			
28 Lifting 76-100 lbs.	N/A	N			
29 Lifting 100 + lbs.	N/A	N			
30 Carrying 0-10 lbs.	all	F			
31 Carrying 11-25 lbs. – Survey equipment, rolled plans	4, 8	O			
32 Carrying 26-50 lbs.	N/A	N			
33 Carrying 51-75 lbs.	N/A	N			
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	all	C			
2 Functional color vision, normal or corrected	N/A	N			
3 Functional night vision, normal or corrected	N/A	N			
4 Functional hearing, normal or corrected	all	C			
5 A sense of smell or taste	N/A	N			

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	F			
2 Follow Written Instructions	F			
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	F			
2 Organize own work	F			
3 Able to ask questions or request assistance when needed	C			
4 Required to make decisions independently	O			
5 Required to train and/or lead other staff	O			
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	O			
4 Limited/unpredictable opportunity for breaks	N			
5 Required to perform on-call or emergency work	N			

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	O			
2 Attention divided by issues requiring multi-tasking	O			
3 Work requires precise attention to detail	F			
4 Use of judgment in routine matters	F			
5 Requires use of judgment in adapting procedures from one task to another	O			
6 Possible legal ramifications associated with work activities or work product	N			

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)	C			
2 Interactions limited to giving/receiving information	F			
3 Interactions exceed giving/receiving information (e.g., advises, persuades, justifies)	F			
4 Interactions occur under circumstances of emotional stress	N			
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	C			
2 Work Outside	F			
3 Extreme Heat (above 100 degrees)	O			
4 Extreme Cold (below 32 degrees)	O			
5 Excessive Noise (must raise voice to be heard)	N			
6 Vibration (e.g., jack hammer, hammer drill, chainsaw, etc.)	O			
7 Dust, Vapors, Fumes, Smoke	N			
8 Silica, asbestos, etc.	N			
9 Solvents (e.g., gas, turpentine, etc.)	N			
10 Grease, oils	N			
11 Acidic, Caustic Solutions	N			
12 Pesticides	N			
13 Explosives (e.g., dynamite, bomb, etc.)	N			
14 Cleaning supplies, abrasives	N			
15 Other Chemicals (e.g. drugs and other contraband)	N			
16 Human Blood, Body Tissues, or Fluids – performing emergency assessments during flood conditions	N			
17 Human Wastes – performing emergency assessments during flood conditions	N			
18 Animal Blood, Body Tissues, or Fluids	N			
19 Animal Wastes	N			
20 Biological Toxins (e.g., poison ivy, poison oak, anthrax, etc.)	O			
21 Insect Bites (e.g., ticks, mosquitos, spiders, etc.)	O			
22 Biomedical Waste	N			
23 Ionizing Radiation	N			
24 Non-Ionizing Radiation	N			
25 Electrical Energy	N			
26 Walking on uneven, slippery, or rough surfaces	O			
27 Proximity to moving mechanical parts (e.g., equipment, machinery)	O			
28 Proximity to moving vehicles or objects	O			
29 Heights (e.g., rooftop, ladders, scaffolding, etc.)	N			
30 Contact with water, other liquids, humid conditions - not weather related	N			
31 Work Below Ground: (e.g., excavation, trench, etc.)	N			
32 Potential exposure to airborne infectious diseases (e.g. clinics, labs, corrections)	N			
33 Operates non-commercial motor vehicles (cars, trucks)	O			
34 Operates commercial vehicles – CDL Class Endorsements	N			
35 Operates passenger van to transport clients, inmates, etc.	N			
36 Pulls non-commercial trailers or equipment	N			
37 Operates heavy equipment	N			
38 Other:				

PART 10: MEDICAL SCREENING, SURVEILLANCE AND VACCINATION REQUIREMENTS: Not Applicable

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.