

## Los Rios Community College District – Job Safety Analysis

<b>Job Category: Custodial (For Specifics See Below*)</b>		
Required and/or recommended personal protective equipment: Shoes, goggles, gloves, mask, protective clothing		
<b>Sequence of Basic Job Steps</b>	<b>Potential Hazards</b>	<b>Recommended Action or Procedure</b>
On-line machine maintenance	Getting caught, pinched or injured by turning gears, or other machine parts  Electrical hazards	Machines must be turned off and locked-out during most maintenance. Maintenance supervisor must approve work on energized machines and specify procedures.  Only qualified employees are permitted to work on energized circuits and must follow proper procedures
Off-line machine maintenance	Exposure to degreasing solvents causing skin problems  Exposure to hazardous air contaminants during welding  Eye flash burns due to welding arcs  Eye and other injuries due to flying parts, tools, objects	Employees must wear chemical protective gloves and aprons during part degreasing.  Welding must be conducted under the ventilation hood.  All parts to be welded must be clean and dry.  Welding must be conducted wearing approved hoods and shields; barriers must be erected to protect passersby.
Maintenance/Inspection	Slipping and falling  Strains and sprains	Employees must exercise care in climbing or otherwise assessing equipment, ladders and safety belts are required for high-level work.  Employees must exercise care in lifting, torquing and similar strenuous work.
Pushing/pulling, stooping/crouching while moving equipment or furniture across various types of surfaces	Stress and strain to musculoskeletal frame	Use proper body mechanics, appropriate dollies, and appropriate footwear. Be aware of the problem surfaces you will encounter during a move and prepare accordingly. (i.e., slick, slippery surface = nonskid shoes. cobblestone = assistance to help move and glide heavy objects)
Bending, twisting, kneeling, reaching, grasping/handling buckets and other equipment	Strain and stress to musculoskeletal frame	Use proper body mechanics when moving, twisting, bending, and reaching to provide maximum support to weaker muscles of body. Use proper balance and stable footing at all times when reaching or handling objects regardless of size or location of object.