



**Congratulations on receiving a conditional offer of employment for PG&E's Apprentice Electrician - Electric Asset Management (EAM) position.**

PG&E is committed to upholding the highest standards in workplace safety. As part of that commitment, we require that all new-hires in the Apprentice Electrician- Electric Asset Management (EAM) jobs participate in a WorkSTEPS Post-Offer Physical Assessment to ensure they can capably perform the job for which they are hired. The test will be administered by a licensed, trained and certified clinician in the WorkSTEPS network. Please review this Guide carefully as it includes information about Physical Assessment requirements.

This preparation guide will educate you on the components of the WorkSTEPS Post-Offer Physical Assessment, and help you prepare for the test.

Below you will find general test preparation guidelines:

1. Bring a photo ID, as it is required to participate in the Assessment.
2. Wear loose-fitting, comfortable clothing (preferably shorts) and tennis shoes if possible, as this is a Physical Assessment.
3. Do not use nicotine (cigarettes or chewing tobacco) for approximately 30 minutes before the test, as your blood pressure will be taken and nicotine can negatively affect blood pressure.
4. Do not drink any caffeine (coffee, sodas, energy drinks) for approximately 30 minutes before the test because caffeine products can negatively affect heart rate readings.
5. Try to eat something light 30 minutes to an hour before the test.
6. Do not drink ANY alcoholic beverages the day of the test.
7. If you have been ill, please notify the facility administering the test, as it may be necessary to reschedule you for a date when you are well.
8. Please notify PG&E in advance if you anticipate any accommodation to perform the physical requirements of this test.

*We also recommend you incorporate regular exercise into your daily routine in the weeks and months leading up to the test. Walking, running, or biking for 20-to-30 minutes a day will greatly improve your general conditioning and your ability to complete the test successfully.*

## **Components of the Physical Assessment**

### **Dynamic Lifting**

You will be required to participate in a progressive lifting sequence to ensure that you are strong enough to participate in the Job Specific Testing component of the test, which simulates the essential functions of the position for which you are being considered.



**Pre-Test Requirement:**

**Cardiovascular Step Test:**

You will be asked to participate in a three-minute step-test where you will be asked to step on and off an 8-inch step, alternating between left and right feet, to measure your baseline cardiovascular fitness.

***Tips to prepare:***

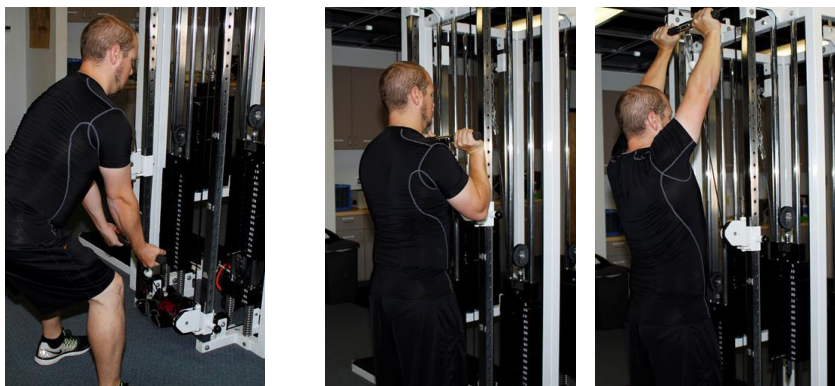
***Walking, running or biking for 20-to-30 minutes increments***

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**Job Specific Testing**

**Opening clamshell transformer**

You will demonstrate the ability to pull with 50 ft/lbs of force with a starting point of 0" lifted up to 53" vertically with an underhand grip. Perform task one time. The candidate will then demonstrate the ability to push with 50 ft/lbs of force from 53" to 75" vertically with an overhand grip. Perform task one time.





***Tips to prepare:***

*This lift primarily requires good strength in your legs, stomach, back and arms.*

*The following exercises will help strengthen the muscle groups used in the simulation:*

- *Squats, lunges and leg presses to increase leg strength*
  - *Plank exercises to build strength in the stomach, back and arms*
  - *Arm curls and arm raises to build strength in the arms*
  - *Military or overhead press*
  - *Hand grip exercises to increase control.*
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**Pull the oil hose attached to truck**

You will demonstrate the ability to pull on a pulley column or weighted sled with 97 ft./lbs. of force for a distance of 2 feet. The starting contact point will be 30" high. Perform task 3 times in a slow and controlled manner.



***Tips to prepare:***

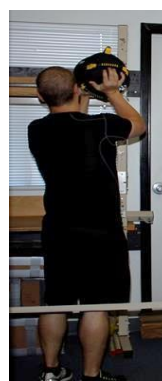
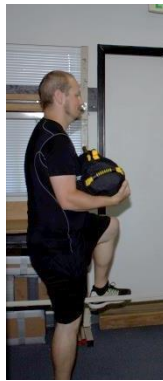
*This task requires static balance capability, stomach, back, leg strength, and endurance. Some exercises that will help strengthen the muscle groups used in this simulation include:*

- *Squats, lunges and leg presses to increase leg strength*
  - *Ankle stretching exercises*
  - *Curl-ups or sit-ups to build stomach strength*
  - *Hand grip exercises to increase control.*
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**Installing and/or removing a bushing into a transformer**

You will be asked to demonstrate the ability to lift a box weighing 41 lbs. from the floor without using handles, step over a line 21" above the ground and place the box on a shelf/surface at 65". You will then reverse the process taking the box from the shelf and step back over the 21" line and return the box to the floor. Repeat for a total of three cycles.



***Tips to Prepare***

***This task requires significant shoulder and upper back strength, a strong grip, as well as stomach strength. The following exercises will help strengthen the muscle groups used in the simulation:***

- ***Squats, lunges and leg presses to increase leg strength***
  - ***Ankle stretching exercises***
  - ***Curl-ups or sit-ups to build stomach strength***
  - ***Elbow curls and arm raises with weights to build arm strength***
  - ***Hand and wrist strengthening exercises***
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### **Transporting the high voltage test to and from the truck to the cart**

You will demonstrate the ability to lift a NIOSH box weighted to 80 lbs. using bottom handles from a 45" shelf/surface, carry the box 1 foot, and return the box to the 45" shelf/surface. You will complete this task 4 times in a slow, controlled manner. You may take a short rest break between repetitions as needed.



#### ***Tips to prepare:***

***This task requires chest, shoulder and arm capability, stomach strength, and endurance. Some exercises that will help strengthen the muscle groups used in this simulation include:***

- ***Triceps extensions***
- ***Hand grip exercises to increase control***
- ***Dips, rows push-ups and/or bench presses***
- ***Forearm curls and extensions***
- ***Curl-ups or sit-ups to build stomach strength***

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### **Climbing rolling ladder and stepping on/off work trucks and fork lifts**

You will demonstrate the ability to carry a 25 lbs. weight up and down a total of eight 10" steps. You will then demonstrate the ability to ascend/descend to the 5<sup>th</sup> rung on an A frame ladder, skipping the first rung by stepping on and off the 2<sup>nd</sup> rung during each climb. You will climb the ladder a total of 4 repetitions.



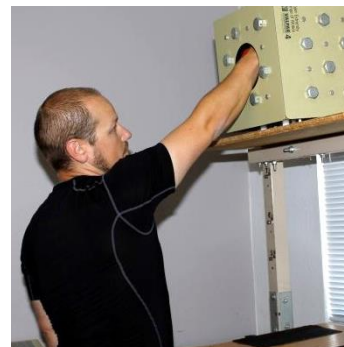
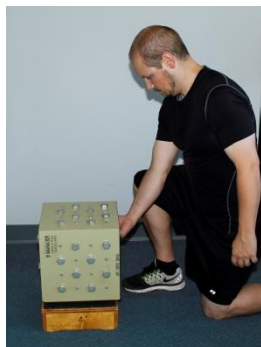
**Tips to prepare:**

*This task requires chest, shoulder and arm capability, stomach strength, and endurance. Some exercises that will help strengthen the muscle groups used in this simulation include:*

- *Versaclimber, or stair stepping machine*
- *Practice single-limb balance with each leg, increasing the time up to 30 seconds*
- *Squats and lunges for hip flexors*

**Postural tolerances**

Utilizing a nut and bolt assembly box, you will demonstrate the ability to stand, stoop, squat, kneel and/or crouch at your discretion while assembling various sizes of nuts and bolts at approximately 10 inches, 48 inches, and 72" off the ground. You will perform this task in a posture that you feel is comfortable and safe. You will perform this task for one minute in each position with a rest break (if needed) between each attempt.





***Tips to Prepare***

***This task requires significant shoulder and upper back strength, a strong grip, as well as stomach strength. The following exercises will help strengthen the muscle groups used in the simulation:***

- ***Perform shoulder exercises while using a pulley/cable system that allows you to safely lean to each side alternately***
  - ***Curl-ups or sit-ups to build stomach strength***
  - ***Elbow curls and arm raises with weights to build arm strength***
  - ***Hand and wrist strengthening exercises***
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