

Job Task Analysis (JTA) Documentation for Overhead Crane Operator Certification

1. Convening Meetings

1.1 Subject Matter Experts (SMEs)

A meeting was convened with selected SMEs in accordance with the established criteria.

1.2 Goals

The meetings aimed to initiate the JTA process and review the Overhead Crane operator certification program. The key objectives were:

1. Reaffirm the characteristics of the target certificant.
2. Determine the required level of competence for certification, i.e., work behaviors.
3. Define the task and knowledge domains required for successful performance on each job role.
4. Determine the gaps between target audience knowledge and skills and those required for certification.
5. Determine which work behaviors could be adequately measured through a written examination process (behavior objectives) and which work behaviors must be administered through a practical (hands-on) examination process.
6. Determine whether separate and distinct certifications for various crane-types are necessary to adequately assess candidate skills and knowledge, or instead, if a means of consolidation should be accomplished.
7. Determine and/or verify other eligibility requirements for certification.

1.3 Target Audience

Discussion reaffirmed the definition of the "minimally competent candidate," ensuring alignment with prior JTAs, i.e., a person with the bare minimum of knowledge, skills, and abilities necessary to safely and effectively operate an overhead crane in a professional capacity on the typical jobsite. This "minimally competent candidate" description was then used to help focus direction when developing appropriate work behaviors.

1.4 Tasks & Knowledge

Introduced key terminologies:

- **Work Behavior:** Actions performed to achieve job objectives identified in the JTA. These include observable and cognitive components but exclude knowledge, skills, and abilities (KSAs) as standalone elements.

- **Behavior Objective:** A concise statement of what an examinee must be able to demonstrate on an examination. Each behavior objective must tie directly to a work behavior identified from JTA.

The finalized work behaviors were converted into measurable behavior objectives and categorized into three primary domains:

1. **Standards:** Those aspects of the job that encompass the use and/or knowledge of applicable regulations, laws, statutes, or accepted guidelines in regards to overhead crane operation.
2. **Pre-Operations:** This includes pre-operational facets such as visual and functional inspections, maintenance, and pre-lift meetings.
3. **Operations:** Those aspects of the job that pertain to the actual operation of the crane during the workday. Operation facets include load movement, use of various crane components, communications, and post-operational procedures such as crane securing.

Domain weightings were determined using SME expertise and validated through a structured weighting process.

1.5 Certification Competence Requirements

The certification program aims to certify a minimally competent candidate, assessing only industry-standard KSAs.

1.6 Gaps Between Candidate Knowledge and Certification Requirements

The OECP assesses candidate qualifications but does not provide training. The certification focuses on industry-accepted KSAs required for safe and effective overhead crane operations.

1.7 Examination and Eligibility Requirements

Consensus was reached on maintaining both written and practical examinations to comprehensively assess candidates.

Eligibility Criteria:

- Membership in good standing with the International Union of Operating Engineers (*as per current Governing Committee instructions*).
- Current DOT or state-issued DMV medical certification.
- Successful completion of a substance abuse test within 90 days of application.
- Minimum of 1,000 hours of documented crane-related experience and/or training within the last five years.
- Passing both written and practical examinations.

2. Survey Validation Process

2.1 Survey Distribution

To validate the developed behavior objectives, a survey was electronically distributed. The survey aimed to assess the importance and frequency of use of identified behavior objectives in overhead crane operations.

2.2 Survey Results

The data was analyzed by Prometric, an independent third-party statistical consulting firm.

3. SME Review Meeting

3.1 Subject Matter Experts (SMEs)

A meeting was convened with selected SMEs in accordance with the established criteria.

3.2 Meeting Goals

The objective was to finalize domain classifications and weightings based on survey results.

3.3 Domain Weightings

Survey results were compared to prior SME weightings and current program data.

3.4 Finalization of Behavior Objectives

The SMEs finalized work behaviors and behavior objectives.

3.5 Adjournment