

PHYSICAL & MENTAL REQUIREMENTS/WORKING CONDITIONS
City of Virginia Beach, VA

Job Title:	Code Inspector I	Position Number(PCN):	B.000569.2
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Div./Office:	HNP 110 Code Enforcement	Approver's Name:	
Date of Last Update:	April 04, 2025	Approver's Title:	

Fields to the right (Y/N): The position's status AND If the background check must be passed by the incumbent	Safety Sensitive:	No	Child Protective Services (CPS) Background:	No	VCIN Background:	No
	CJIS Certification:	No	PREA Certification:	No	Subject to Barrier Crime Provisions:	No

REQUIREMENTS

FREQUENCY: Seldom = Infrequent, < 5%; Occasional = 5% to 25% of time on job; Frequent = 25% to 75% of time on job; Constant = Over 75% of time on job.

Typical DURATION: Short = < 1 hr per occurrence; Moderate = 1-2 hrs per occurrence; Substantial = 2-6 hrs per occurrence; Long = > 6 hrs per occurrence.

Physical Demands				Working Conditions			
Element	Condition/Level/Value	Frequency	Duration	Element	Condition/Level/Value	Frequency	Duration
Standing		Frequent	Moderate	Working Outside: in all weather conditions		Frequent	Moderate
Walking		Frequent	Moderate	Working Alone: out of communication w/others		Frequent	Substantial
Sitting		Frequent	Moderate	Extreme Temperatures	At/above 90 degrees	Occasional	Substantial
Reaching	Lower than shoulder level	Occasional	Short		Below 30 degrees	Occasional	Substantial
Lifting	Up to 50 lbs.	Occasional	Short	Extreme Wetness		Occasional	Substantial
				Extreme Dryness		Occasional	Short
Carrying	Weight: Up to 50 lbs.	Occasional	Short	Exposure to Traffic	High Traffic Low Speed	Frequent	Moderate
	Distance: Up to 25 ft.	Occasional	Short				
Pushing	Estimated weight-resistance equivalency			Congested Area/Workspace		N/A	N/A
	Up to 50 lbs.	Occasional	Short	Confined Space- Permit REQUIRED		N/A	N/A
Pulling	Estimated weight-resistance equivalency			Working Below Ground		N/A	N/A
	Up to 50 lbs.	Occasional	Short	Working at Heights (ft.)	Up to 12 ft.	Seldom	Short
Working Overhead	N/A	N/A	N/A		Noise Level: > 85 decibels TWA for 8 hrs.		N/A
	Weight: N/A	N/A	N/A	Vibrations	N/A	N/A	N/A
Climbing Stairs		Frequent	Short		Body area(s):	Ex- Trunk, shoulders, arms, and hands.	
Climbing Ladders		N/A	N/A	Dust / Dirt / Particulate		N/A	N/A
Balancing		Occasional	Short	Radiation		N/A	N/A
Stooping		Occasional	Short	Silica/Fiberglass		N/A	N/A
Kneeling/Squatting		Occasional	Short	Asbestos		N/A	N/A
Bending		Occasional	Short	Aerosols & Gases	N/A	N/A	N/A
Crawling		N/A	N/A				
Explosive Strength: Short bursts of muscle force to propel oneself.		N/A	N/A	Hazardous Materials /Chemicals		N/A	
Trunk Strength: Use of abdominal and lower back muscles.		N/A	N/A			undefined	
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.		N/A	N/A			undefined	
Repetitive Limb Movement	Fingers/Wrist	Occasional	Short	Petroleum Products	N/A	N/A	N/A
	Arm/Shoulder	Occasional	Short				
Dexterity	Handwriting	Frequent	Short	Electrical Hazard		N/A	N/A
	Use of computer keyboard	Frequent	Moderate	Fire Hazard		N/A	N/A
Repetitive Twisting	N/A	N/A	N/A	Infectious Diseases Exposure Type(s):	N/A	N/A	N/A
					Ex- Repair sewer pipes; empty residence trash cans.		
Awkward Positions & Motions	Awkward positions	Occasional	Short	Symbols:	< equal to or less than	< less than	
					> equal to or greater than	> greater than	

Sensory Demands				Working Conditions (cont.)			
Element	Condition/Level/Value	Frequency	Duration	Element	Condition/Level/Value	Frequency	Duration
Vision	20/40 w/correction	N/A	N/A	Hazardous Surfaces	Abrupt uneven surfaces	Occasional	Short
	Depth perception	N/A	N/A		Unguarded holes/pits	Occasional	Short
	Color vision (colors)	N/A	N/A		Unstable ground	Occasional	Short
			Animal/Insect bites/stings		Seldom	Short	
Hearing	Conversational level	N/A	N/A	Other Hazards			
Smell	N/A	N/A	N/A				
Touch	Distinguish texture	N/A	N/A	Hours Worked	More than 40 hours/week	Seldom	
Voice	One-on-One	Frequent	Short	Telework Eligible	No		
Personal Protective Equipment (PPE)				Equipment Operation & Use			
Category	Type	Frequency	Duration	Category	Type	Frequency	Duration
Eye and Face Protection	N/A	N/A	N/A	Motor Vehicles	Sedan/Pickup/Van	Constant	Moderate
				Heavy Equipment	N/A	N/A	N/A
Respiration Protection	N/A	N/A	N/A				
Hearing Protection	N/A	N/A	N/A	Other Equipment or Machinery	N/A	N/A	N/A
Head Protection	N/A	N/A	N/A	Hand-Held Power Tools	Cordless drill	Seldom	Short
Hand Protection	Cloth/General Duty	Seldom	Short	Hand Tools and Instruments	N/A	N/A	N/A
Foot Protection	Closed-toe street shoes	Constant	Long	Office Machines & Equipment	Computer	Frequent	Substantial
Body, Arm, and Leg Protection	Rain gear	Seldom	Short				
Operator License				Commercial Driver's License			
NOTE: If CDL is required, show CDL Class in element to right.	Type			VA DMV requires: 20/40 in each eye w/o telescopic lens & ≥140° horizontal vision.	N/A		
	Standard Driver's License						
Other physical or sensory demands, working conditions, equipment, hazards, PPE, etc., not indicated above:							

Mental Requirements

Evaluate based on the level of complexity [least to most] inherent in the job using the examples provided; then select the number from the drop-down list that matches the column which best represents the mental demand required in each element.

1 Comprehend Verbal Communication - Understand information and directions which are provided verbally
Job requires the ability to understand and follow: Detailed information from a supervisor, a customer, or trainer/instructor which is necessary to the successful performance of job duties.
2 Communicate Orally - Verbally express thoughts and directions
Job requires: Communicating specialized information to co-workers, supervisors or customers.
3 Comprehend and Follow Written Material or Instructions - Understand written material, interpret appropriately, and adhere to the procedures stated.
Job requires ability to comprehend: Detailed written material in the form of informational reports, memos, articles, plans and drawings to be used in performing duties.
4 Written Communication Skills - Express thoughts and directions in writing
Job requires: Written explanation and interpretation of specialized information to other City agencies, customers, higher officials and authorities.
5 Maintain an Appropriate Work Pace - The flow or rate of incoming work assignments and the expectations for completion of tasks
Job requires ability to adhere to work schedule: In a fast paced environment where the work is predictable.
6 Perform Complex or Varied Tasks - The variety of tasks and assignments and the level of complexity of those tasks/assignments
Job requires ability to perform: A variety of tasks at the fully functional independent level.
7 Interact and Relate to Peers, Co-Workers, or the Public - The nature and level of interaction with others required of the job
Job requires interaction: With others outside of the immediate work unit/agency, typically one-on-one, responding to inquiries or responding to requests for services.
8 Decision Making & Reasoning Ability - The extent to which the job requires logic to analyze information, draw conclusions/ generalizations, and make decisions based on facts
Job requires: Some decision making in duties such as troubleshooting where observation/judgement occurs and then a selection is made from a number of possible options for resolution.
9 Memory and Recall - The body of stored knowledge required and the retrieval of that information to accomplish duties
Job requires the ability to: Remember laws, codes, policies, procedures, etc., which are somewhat repetitive from day to day.
10 Flexibility and Adaptability - The extent to which one must adjust to changing circumstances and expectations, take on new challenges on short notice, and/or deal successfully with changing priorities and workloads
Job requires flexibility and willingness: To adjust normal schedule or assume responsibility for tasks outside the normal set of duties.
11 Attention Span - Sustained attention or the time spent continuously on task without becoming distracted to successfully perform duties
Job tasks are: Varied and typically short in duration requiring only limited focus. Lapses may result in operational or production delays.
12 Attention to Detail - Thoroughness and accuracy are required to accomplish tasks
Job tasks: Involve investigation, inspection, auditing, or observation. Inattention to detail could result in confusion and delays.
13 Reaction Time - Describes work that requires an immediate response or decision
Job requires the ability to: Provide an immediate response/decision to maintain normal daily operations, procedures or processes. Delays occur if response is not timely.
14 Direct, Control, and Plan the Work of Others - Determine the time, place and sequence of work procedures, operations, and actions. Establish goals and objectives, motivate, and promote cooperation and teamwork in the work group
Job requires: No supervision or management of staff.
15 Influence Others - Obtain cooperation from others to accomplish tasks and objectives
Job requires: Obtaining support and cooperation from citizens and outside groups to accomplish objectives.
16 Stress Tolerance - Ability to perform duties without anxiety when faced with difficulties. Having positive stress tolerance is being able to stay calm in situations of heavy workload, tight deadlines, and/or difficult customers
Job requires the ability to: Tolerate typical work stressors such as deadlines or conflict and maintain composure.