

PHYSICAL & MENTAL REQUIREMENTS/WORKING CONDITIONS										
City of Virginia Beach, VA										
Job Title:	Police Officer I					Position Number(PCN):	B.001644			
Div./Office:	POL 015 Personnel and Training		Approver's Name							
Date of Last Update:	September 12, 2023		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:		Yes		Child Protective Services (CPS) Background:		No		VCIN Background:		Yes
CJIS Certification:		Yes		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	Element	Duration	
Standing		Frequent	Moderate	Working Outside: in all weather conditions		Frequent	Substantial			
Walking		Frequent	Moderate	Working Alone: out of communication w/others		Frequent	Substantial			
Sitting		Frequent	Substantial	Extreme Temperatures		Occasional	Substantial			
Reaching	Shoulder level or higher	Occasional	Short	At/above 90 degrees		Occasional	Substantial			
Lifting	Up to 50 lbs.	Occasional	Short	Below 30 degrees		Occasional	Substantial			
	Over 50 lbs.	Occasional	Short	Extreme Wetness		Occasional	Substantial			
Carrying	Weight: Up to 50 lbs.	Occasional	Short	Extreme Dryness		N/A	N/A			
	Distance: Up to 25 ft.	Occasional	Short	Exposure to Traffic		Frequent	Short			
Pushing	Estimated weight-resistance equivalency			Life Threatening Exposure		Frequent	Moderate			
	Over 50 lbs.	Occasional	Short	High Traffic Low Speed		Frequent	Moderate			
Pulling	Estimated weight-resistance equivalency			Congested Area/Workspace		N/A	N/A			
	Over 50 lbs.	Occasional	Short	Confined Space- Permit REQUIRED		N/A	N/A			
Working Overhead	No tools	Occasional	Short	Working Below Ground		N/A	N/A			
	Weight: Up to 25 lbs.	Occasional	Short	Working at Heights (ft.)		Up to 12 ft.	Occasional	Short		
Climbing Stairs		Occasional	Short	Noise Level: > 85 decibels TWA for 8 hrs.		N/A	N/A	N/A		
Climbing Ladders		Seldom	Short	Vibrations		N/A	N/A	N/A		
Balancing		Occasional	Short	Body area(s):		Ex- Trunk, shoulders, arms, and hands.				
Stooping		Occasional	Short	Dust / Dirt / Particulate		Frequent	Substantial			
Kneeling/Squatting		Occasional	Short	Radiation		N/A	N/A			
Bending		Occasional	Short	Silica/Fiberglass		N/A	N/A			
Crawling		Occasional	Short	Asbestos		N/A	N/A			
Explosive Strength: Short bursts of muscle force to propel oneself.		Occasional	Short	Aerosols & Gases		N/A	N/A	N/A		
Trunk Strength: Use of abdominal and lower back muscles.		Occasional	Short	Hazardous Materials /Chemicals		N/A	undefined	undefined		
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.		Occasional	Short	Petroleum Products		N/A	N/A	N/A		
Repetitive Limb Movement	Fingers/Wrist	Frequent	Short	Electrical Hazard		N/A	N/A			
	Arm/Shoulder	Frequent	Short	Fire Hazard		N/A	N/A			
Dexterity	Use of computer keyboard	Frequent	Moderate	Infectious Diseases		Communicable diseases	Occasional	Short		
	Grasping	Frequent	Short	Exposure Type(s):		Air/Blood-borne pathogens	Occasional	Short		
Repetitive Twisting	N/A	N/A	N/A	< equal to or less than		< less than				
				Symbols:		> equal to or greater than		> greater than		
Awkward Positions & Motions	Awkward positions	Occasional	Short							

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	Moderate
	Depth perception	N/A	N/A		Unstable ground	Occasional	Moderate
	Color vision (shades)	N/A	N/A		Extremely dark areas	Occasional	Moderate
	Night vision	N/A	N/A	Other Hazards	Animal/Insect bites/stings	Occasional	Moderate
Hearing	Conversational level	N/A	N/A		Ordinance/explosives use	Occasional	Short
Smell	Burning odor	N/A	N/A	Hours Worked	Rotating shift	Constant	
	Illegal drugs	N/A	N/A		More than 40 hours/week	Occasional	
Touch	Distinguish texture	N/A	N/A		More than 8 hours/day	Occasional	
	Distinguish temperature	N/A	N/A	Telework Eligible	No		
Voice	One-on-One	N/A	N/A				
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	Frequent	Long
				Heavy Equipment	N/A	N/A	N/A
Respiration Protection	N/A	N/A	N/A				
Hearing Protection	Ear plugs	Occasional	Short	Other Equipment or Machinery	N/A	N/A	N/A
Head Protection	Rain hat	Occasional	Moderate				
	Ballistic Helmet	Seldom	Moderate				
Hand Protection	Medical grade exam gloves	Frequent	Short	Hand-Held Power Tools	N/A	N/A	N/A
Foot Protection	Closed-toe street shoes	Constant	Long	Hand Tools and Instruments	N/A	N/A	N/A
Body, Arm, and Leg Protection	Body armor	Constant	Long	Office Machines & Equipment	Computer	Frequent	Moderate
	Traffic vest	Occasional	Moderate		Printer/Copier/Fax	Frequent	Short
	Rain gear	Occasional	Moderate				
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 gained from an interview or investigation where interpretation and evaluation are required to make a judgement on the accuracy of the information and the appropriate course of action.
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: Preparation of written information providing specialized information in the form of a letter, memo or report.
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 issues involve the lives and safety of citizens.
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: Considerable reasoning and decision making. Issues and/or data are interpreted and evaluated, alternatives are evaluated, and recommendations are made for resolution of issues.
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 to non-typical conditions or situations where a new or different process/procedure must be utilized to accomplish work.
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 of moderate duration requiring sustained focus. Lapses may result in injury or legal or financial liability.
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 legal or financial liability.
13 Reaction Time - Describes work that requires an immediate response or decision
Job requires the ability to: Provide an immediate response/decision to situations outside of normal daily operations, procedures or processes. Untimely response/decision could lead to serious injury, or legal or financial liability.
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: Job requires the ability to handle stress associated with situations with inherently high degrees of danger, typically emergencies.