

PHYSICAL & MENTAL REQUIREMENTS/WORKING CONDITIONS City of Virginia Beach, VA									
Job Title:	Park Assistant				Position Number(PCN):	B.002104.1			
Div./Office:	PAR 021 Parks Maintenance	Approver's Name							
Date of Last Update:	April 11, 2023	Approver's Title							
<b>Fields to the right (Y/N): The position's status AND If the background check must be passed by the incumbent</b>									
Safety Sensitive:		Yes	Child Protective Services (CPS) Background:		No	VCIN Background:		No	
CJIS Certification:		No	PREA Certification:		No	Subject to Barrier Crime Provisions:		No	
<b>REQUIREMENTS</b>									
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	Substantial	Working Outside: in all weather conditions			Frequent	Substantial	
Walking		Frequent	Substantial	Working Alone: out of communication w/others			Occasional	Short	
Sitting		Occasional	Short	Extreme Temperatures	At/above 90 degrees	Occasional	Long		
Reaching	Lower than shoulder level	Frequent	Short	Below 30 degrees			Occasional	Long	
Lifting	Up to 25 lbs.	Frequent	Short	Extreme Wetness			Occasional	Substantial	
	Over 50 lbs.	Occasional	Short	Extreme Dryness			Occasional	Substantial	
Carrying	Weight: Up to 25 lbs.	Frequent	Short	Exposure to Traffic	High Traffic Low Speed	Occasional	Short		
	Distance: Up to 25 ft.	Frequent	Short						
Pushing	Estimated weight-resistance equivalency			Congested Area/Workspace			N/A	N/A	
	Over 50 lbs.	Occasional	Short	Confined Space- Permit REQUIRED			N/A	N/A	
Pulling	Estimated weight-resistance equivalency			Working Below Ground			N/A	N/A	
	Over 50 lbs.	Occasional	Short	Working at Heights (ft.)	Up to 12 ft.	Occasional	Short		
Working Overhead	Using hand tools	Occasional	Short	Noise Level: > 85 decibels TWA for 8 hrs.			Yes	Frequent	Substantial
	Using power tools	Occasional	Short						
	Weight: Up to 10 lbs.	Occasional	Short						
Climbing Stairs		Occasional	Short	Vibrations	Hand-held lawn equipment	Frequent	Substantial		
Climbing Ladders		Occasional	Short		Riding mower	Frequent	Long		
Balancing		Occasional	Short		Body area(s):	Ex- Trunk, shoulders, arms, and hands.			
Stooping		Frequent	Short	Dust / Dirt / Particulate			Constant	Long	
Kneeling/Squatting		Frequent	Short	Radiation			N/A	N/A	
Bending		Frequent	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.		Frequent	Moderate	Hazardous Materials /Chemicals			Herbicides		
							undefined		
							undefined		
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.		Frequent	Short	Petroleum Products	Liquid	Occasional	Short		
Repetitive Limb Movement	Fingers/Wrist	Frequent	Substantial	Electrical Hazard			N/A	N/A	
	Arm/Shoulder	Frequent	Substantial	Fire Hazard			N/A	N/A	
Dexterity	Grasping	Frequent	Moderate	Infectious Diseases Exposure Type(s):	N/A	N/A	N/A		
Repetitive Twisting	Wrist/Elbow	Frequent	Substantial	Symbols:	< equal to or less than			< less than	
	Shoulder	Frequent	Substantial		> equal to or greater than			> greater than	
Awkward Positions & Motions	Awkward positions	Occasional	Moderate						
	Awkward motions	Frequent	Moderate						

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	Steep incline	Frequent	Short
	Depth perception	N/A	N/A			Abrupt uneven surfaces	Frequent	Substantial
	Color vision (colors)	N/A	N/A			Unstable ground	Occasional	Substantial
						Animal/Insect bites/stings	Constant	Long
Hearing	Conversational level	N/A	N/A		Other Hazards	Trees (storm clean-up)	Occasional	Substantial
Smell	N/A	N/A	N/A			Sharp edges/objects	Frequent	Substantial
					Hours Worked	Four 10-hour days	Constant	
Touch	Distinguish texture	N/A	N/A		Telework Eligible	No		
	Distinguish temperature	N/A	N/A					
Voice	Limited Verbal	N/A	N/A					
Personal Protective Equipment (PPE)					Equipment Operation & Use			
Category	Type	Frequency	Duration		Category	Type	Frequency	Duration
Eye and Face Protection	Safety glasses w/side shields	Frequent	Substantial		Motor Vehicles	Sedan/Pickup/Van	Frequent	Substantial
					Heavy Equipment	N/A	N/A	N/A
Respiration Protection	Dust mask	Occasional	Moderate		Other Equipment or Machinery	Lawn mower	Frequent	Substantial
						Riding mower	Frequent	Substantial
Hearing Protection	Both ear plugs and muffs	Frequent	Substantial					
Head Protection	Hard hat (impact protection)	Occasional	Moderate		Hand-Held Power Tools	Lawn care tools	Frequent	Substantial
	Rain hat	Frequent	Short			Chain/Pole saw	Occasional	Moderate
Hand Protection	Leather	Frequent	Substantial		Hand Tools and Instruments	Lawn care tools	Frequent	Long
Foot Protection	Steel/composite toe-safety rated	Constant	Long			Office Machines & Equipment	Computer	Occasional
Body, Arm, and Leg Protection	Traffic vest	Frequent	Substantial					
	Rain gear	Occasional	Substantial					
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:	
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 moderately paced environment with some unexpected assignments.	
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 detailed methods and procedures and apply them to work being performed.	
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 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 numerous calculations, extensive data entry, or are manual but varied and require considerable skill. Inattention to detail could result in misleading reports or operational 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:	
Supervision of a small group of employees (5 or less).	
15 Influence Others - Obtain cooperation from others to accomplish tasks and objectives	
Job requires:	
Obtaining support from other work 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.	