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

Job Title:	Mechanic Technician II	Position Number(PCN):	B.002873
Div./Office:	PWD 320 Automotive Services	Approver's Name	
Date of Last Update:	April 10, 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:	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

Element	Condition/Level/Value		Frequency	Duration
Standing			Frequent	Substantial
Walking			Frequent	Short
Sitting			Occasional	Short
Reaching	Shoulder level or higher		Frequent	Short
Lifting	Up to 25 lbs.		Frequent	Short
	Over 50 lbs.		Occasional	Short
Carrying	**Weight:**	Up to 50 lbs.	Occasional	Short
	Distance:	Up to 25 ft.	Occasional	Short
Pushing	**Estimated weight-resistance equivalency**			
	Over 50 lbs.		Occasional	Short
Pulling	**Estimated weight-resistance equivalency**			
	Over 50 lbs.		Occasional	Short
Working Overhead	Using hand tools		Frequent	Short
	Using power tools		Frequent	Short
	Weight:	Up to 10 lbs.	Frequent	Short
Climbing Stairs			Occasional	Short
Climbing Ladders			Occasional	Short
Balancing			Occasional	Short
Stooping			Frequent	Moderate
Kneeling/Squatting			Frequent	Short
Bending			Frequent	Moderate
Crawling			Occasional	Short
Explosive Strength: Short bursts of muscle force to propel oneself.			Occasional	Short
Trunk Strength: Use of abdominal and lower back muscles.			Frequent	Moderate
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.			Occasional	Moderate
Repetitive Limb Movement	Fingers/Wrist		Constant	Long
	Arm/Shoulder		Constant	Long
Dexterity	Grasping		Constant	Long
	Handwriting		Occasional	Short
Repetitive Twisting	Wrist/Elbow		Constant	Long
	Shoulder		Constant	Long
Awkward Positions & Motions	Awkward positions		Frequent	Substantial
	Awkward motions		Frequent	Substantial

Working Conditions

Element	Condition/Level/Value		Frequency	Duration
Working Outside: in all weather conditions			Occasional	Moderate
Working Alone: out of communication w/others			N/A	N/A
Extreme Temperatures	At/above 90 degrees		Occasional	Long
	Below 30 degrees		Occasional	Long
Extreme Wetness			N/A	N/A
Extreme Dryness			N/A	N/A
Exposure to Traffic	N/A		N/A	N/A
Congested Area/Workspace			N/A	N/A
Confined Space- Permit REQUIRED			Occasional	Short
Working Below Ground			N/A	N/A
Working at Heights (ft.)	Up to 12 ft.		Occasional	Short
Noise Level: > 85 decibels TWA for 8 hrs.		Yes	Frequent	Long
Vibrations	N/A		N/A	N/A
	Body area(s):	Ex- Trunk, shoulders, arms, and hands.		
Dust / Dirt / Particulate			Frequent	Substantial
Radiation			N/A	N/A
Silica/Fiberglass			N/A	N/A
Asbestos			Occasional	Short
Aerosols & Gases	Irritant		Occasional	Moderate
	Toxic/Poisonous		Occasional	Moderate
Hazardous Materials /Chemicals			Automotive Maintenance/Repair Products	
			Welding Supplies/Materials	
			Painting Supplies/Products	
Petroleum Products	Liquid		Frequent	Substantial
	Grease		Frequent	Substantial
Electrical Hazard			N/A	N/A
Fire Hazard			Occasional	Occasional
Infectious Diseases Exposure Type(s):	N/A		N/A	N/A
	Ex- Repair sewer pipes; empty residence trash cans.			
Symbols:	< equal to or less than		< less than	
	> equal to or greater than		> greater than	

Sensory Demands			
Element	**Condition/Level/Value**	**Frequency**	**Duration**
Vision	20/40 w/correction	N/A	N/A
	Depth perception	N/A	N/A
	Color vision (colors)	N/A	N/A
Hearing	Conversational level	N/A	N/A
Smell	Petroleum	N/A	N/A
	Burning odor	N/A	N/A
Touch	Distinguish texture	N/A	N/A
	Distinguish temperature	N/A	N/A
Voice	Limited Verbal	N/A	N/A

Working Conditions (cont.)			
Element	**Condition/Level/Value**	**Frequency**	**Duration**
Hazardous Surfaces	N/A	N/A	N/A
Other Hazards	Pinch points	Frequent	Short
	Sharp edges/objects	Frequent	Short
Hours Worked	More than 40 hours/week	Seldom	
	More than 8 hours/day	Seldom	
Telework Eligible	No		

Personal Protective Equipment (PPE)			
Category	**Type**	**Frequency**	**Duration**
Eye and Face Protection	Safety glasses w/side shields	Frequent	Substantial
Respiration Protection	N/A	N/A	N/A
Hearing Protection	N/A	N/A	N/A
Head Protection	N/A	N/A	N/A
Hand Protection	N/A	N/A	N/A
Foot Protection	Steel/composite toe-safety rated	Constant	Long
Body, Arm, and Leg Protection	Cloth coveralls	Constant	Long

Equipment Operation & Use			
Category	**Type**	**Frequency**	**Duration**
Motor Vehicles	Sedan/Pickup/Van	Occasional	Short
Heavy Equipment	N/A	N/A	N/A
Other Equipment or Machinery	Welding machine	Occasional	Short
	Machine shop equipment	Occasional	Short
Hand-Held Power Tools	Impact drill/wrench	Occasional	Short
Hand Tools and Instruments	Mechanic tools	Constant	Long
Office Machines & Equipment	Computer	Occasional	Short

Operator License	
NOTE: If CDL is required, show CDL Class in element to right.	Type
	Standard Driver's License

Commercial Driver's License	
VA DMV requires: 20/40 in each eye w/o telescopic lens & ≥140° horizontal vision.	N/A

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:
Ability to prepare basic written information and relay it to others using a basic format such as a form or email.
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:
Where the flow of work is steady and 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:
Within the immediate work unit.
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 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:
Little to no cooperation from co-workers or citizens to accomplish assigned tasks.
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.