

PHYSICAL & MENTAL REQUIREMENTS/WORKING CONDITIONS City of Virginia Beach, VA										
Job Title:	Mechanic Technician II					Position Number(PCN):	B.003153			
Div./Office:	PWD 320 Automotive Services	Approver's Name								
Date of Last Update:	October 08, 2024	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				Working Conditions						
Element	Condition/Level/Value		Frequency	Duration	Element	Condition/Level/Value		Frequency	Duration	
Standing			Frequent	Substantial	Working Outside: in all weather conditions			Frequent	Moderate	
Walking			Frequent	Moderate	Working Alone: out of communication w/others			N/A	N/A	
Sitting			Occasional	Short	Extreme Temperatures	At/above 90 degrees		Frequent	Long	
Reaching	Shoulder level or higher		Frequent	Moderate	Below 30 degrees			Occasional	Long	
Lifting	Up to 25 lbs.		Frequent	Short	Extreme Wetness			N/A	N/A	
	Over 50 lbs.		Occasional	Short	Extreme Dryness			N/A	N/A	
Carrying	Weight:	Up to 50 lbs.	Occasional	Short	Exposure to Traffic	High Traffic Low Speed		Seldom	Short	
	Distance:	Up to 25 ft.	Occasional	Short						
Pushing	Estimated weight-resistance equivalency			Congested Area/Workspace			Occasional	Moderate		
	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		Frequent	Short	Noise Level: > 85 decibels TWA for 8 hrs.			Yes	Frequent	Substantial
	Using power tools		Frequent	Short						
	Weight:	Up to 25 lbs.	Frequent	Short						
Climbing Stairs			Frequent	Moderate	Vibrations	Hand-held grinder		Occasional	Moderate	
Climbing Ladders			Frequent	Moderate						
Balancing			Frequent	Moderate		Body area(s):	Ex- Trunk, shoulders, arms, and hands.			
Stooping			Frequent	Moderate	Dust / Dirt / Particulate			Frequent	Substantial	
Kneeling/Squatting			Frequent	Moderate	Radiation			N/A	N/A	
Bending			Frequent	Moderate	Silica/Fiberglass			N/A	N/A	
Crawling			Occasional	Short	Asbestos			Occasional	Short	
Explosive Strength: Short bursts of muscle force to propel oneself.			Occasional	Short	Aerosols & Gases	Irritant		Occasional	Moderate	
						Toxic/Poisonous		Occasional	Moderate	
Trunk Strength: Use of abdominal and lower back muscles.			Frequent	Moderate	Hazardous Materials /Chemicals			Automotive Maintenance/Repair Products		
								Welding Supplies/Materials		
								Painting Supplies/Products		
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.			Occasional	Moderate	Petroleum Products	Liquid	Frequent	Substantial		
						Grease	Frequent	Substantial		
Repetitive Limb Movement	Fingers/Wrist	Constant	Short	Electrical Hazard			N/A	N/A		
	Arm/Shoulder	Constant	Short	Fire Hazard			Occasional	Occasional		
Dexterity	Grasping	Constant	Short	Infectious Diseases Exposure Type(s):	N/A		Frequent	Moderate		
	Handwriting	Occasional	Short							
Repetitive Twisting	Wrist/Elbow	Constant	Short	Ex- Repair sewer pipes; empty residence trash cans.						
	Shoulder	Constant	Short							
Awkward Positions & Motions	Awkward positions	Frequent	Substantial	Symbols:	< equal to or less than		< less than			
	Awkward motions	Frequent	Substantial		> 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	Frequent	Substantial		Hazardous Surfaces	Abrupt uneven surfaces	Frequent	Moderate	
	Depth perception	Frequent	Substantial						
	Color vision (colors)	Frequent	Substantial						
					Other Hazards	Pinch points	Frequent	Short	
Hearing	Conversational level	Constant	Long			Sharp edges/objects	Frequent	Short	
Smell	Petroleum	Frequent	Substantial		Hours Worked	More than 40 hours/week	Occasional		
	Burning odor	Frequent	Moderate			Four 10-hour days	Constant		
Touch	Distinguish texture	Frequent	Moderate		Telework Eligible	No			
	Distinguish temperature	Frequent	Moderate						
Voice	One-on-One	Frequent	Substantial						
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	Truck GVWR >= 26,001 lbs. (CDL)	Frequent	Short	
						Sedan/Pickup/Van	Seldom	Short	
					Heavy Equipment	N/A	N/A	N/A	
Respiration Protection	N/A	N/A	N/A						
Hearing Protection	Both ear plugs and muffs	Occasional	Moderate		Other Equipment or Machinery	Welding machine	Occasional	Short	
						Forklift	Occasional	Short	
Head Protection	N/A	N/A	N/A						
					Hand-Held Power Tools	Impact drill/wrench	Frequent	Moderate	
Hand Protection	Medical (rubber-type)	Constant	Substantial			Cordless drill	Occasional	Short	
	Leather	Occasional	Short						
Foot Protection	Steel/composite toe-safety rated	Constant	Long		Hand Tools and Instruments	Mechanic tools	Constant	Short	
						Metal-working tools	Occasional	Short	
Body, Arm, and Leg Protection	Cloth coveralls	Constant	Long		Office Machines & Equipment	Computer	Occasional	Short	
	Insulated (for cold)	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.	Class A:			
	CDL								
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:	
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:	
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:	
Substantial reasoning and decision making. Research and evaluation are conducted, broad theories and principals are applied to the development of a recommended solution.	
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 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, substantially long, and require considerable 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 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.	