

PHYSICAL & MENTAL REQUIREMENTS/WORKING CONDITIONS									
City of Virginia Beach, VA									
Job Title:	Mechanic Technician III				Position Number(PCN):	B.003261			
Div./Office:	PWD 320 Automotive Services	Approver's Name							
Date of Last Update:	December 08, 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		
		CJS 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		Occasional	Moderate		
Walking		Frequent	Short	Working Alone: out of communication w/others		N/A	N/A		
Sitting		Occasional	Short	Extreme Temperatures	At/above 90 degrees	Occasional	Long		
Reaching	Shoulder level or higher	Frequent	Short		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	N/A	N/A	N/A		
	Distance: Up to 25 ft.	Occasional	Short						
Pushing	Estimated weight-resistance equivalency			Congested Area/Workspace			N/A	N/A	
	Over 50 lbs.	Occasional	Short	Confined Space- Permit REQUIRED			Occasional	Short	
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	Long	
	Using power tools	Frequent	Short						
Weight:	Up to 10 lbs.	Frequent	Short						
Climbing Stairs		Occasional	Short	Vibrations	N/A	N/A	N/A		
Climbing Ladders		Occasional	Short						
Balancing		Occasional	Short		Body area(s):	Ex- Trunk, shoulders, arms, and hands.			
Stooping		Frequent	Moderate	Dust / Dirt / Particulate		Frequent	Substantial		
Kneeling/Squatting		Frequent	Short	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	Long	Electrical Hazard		N/A	N/A		
	Arm/Shoulder	Constant	Long	Fire Hazard		Occasional	Occasional		
Dexterity	Grasping	Constant	Long	Infectious Diseases	N/A	N/A	N/A		
	Handwriting	Occasional	Short	Exposure Type(s):	Ex- Repair sewer pipes; empty residence trash cans.				
Repetitive Twisting	Wrist/Elbow	Constant	Long	Symbols:	< equal to or less than	< less than			
	Shoulder	Constant	Long		> equal to or greater than	> greater than			
Awkward Positions & Motions	Awkward positions	Frequent	Substantial						
	Awkward motions	Frequent	Substantial						

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	N/A	N/A	N/A
	Depth perception	N/A	N/A				
	Color vision (colors)	N/A	N/A				
Hearing	Conversational level	N/A	N/A	Other Hazards	Pinch points	Frequent	Short
					Sharp edges/objects	Frequent	Short
Smell	Petroleum	N/A	N/A	Hours Worked	More than 40 hours/week	Seldom	
	Burning odor	N/A	N/A		More than 8 hours/day	Seldom	
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	Occasional	Short
Respiration Protection	N/A	N/A	N/A	Heavy Equipment	N/A	N/A	N/A
Hearing Protection	Ear plugs	Seldom	Short	Other Equipment or Machinery	Welding machine	Occasional	Short
					Machine shop equipment	Occasional	Short
Head Protection	N/A	N/A	N/A	Hand-Held Power Tools	Impact drill/wrench	Occasional	Short
Hand Protection	Chemical resistant	Seldom	Moderate	Hand Tools and Instruments	Mechanic tools	Constant	Long
Foot Protection	Steel/composite toe-safety rated	Constant	Long	Office Machines & Equipment	Computer	Occasional	Short
Body, Arm, and Leg Protection	Cloth coveralls	Constant	Long				
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: 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.