

PHYSICAL & MENTAL REQUIREMENTS/WORKING CONDITIONS

City of Virginia Beach, VA

Job Title:	Registered Nurse Supervisor			Position Number(PCN):	B.003513.3			
Div./Office:	HSD 103 Adult Outpatient Services	Approver's Name						
Date of Last Update:	May 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:	No	Child Protective Services (CPS) Background:	Yes	VCIN Background:	No	
		CJIS Certification:	No	PREA Certification:	No	Subject to Barrier Crime Provisions:	Yes	
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		Occasional	Short	Working Outside: in all weather conditions		N/A	N/A	
Walking		Occasional	Short	Working Alone: out of communication w/others		N/A	N/A	
Sitting		Frequent	Moderate	Extreme Temperatures	N/A	N/A	N/A	
Reaching	Lower than shoulder level	Occasional	Short	Extreme Wetness		N/A	N/A	
Lifting	Up to 10 lbs.	Occasional	Short	Extreme Dryness		N/A	N/A	
				Exposure to Traffic	N/A	N/A	N/A	
Carrying	Weight: Up to 10 lbs.	Occasional	Short		Congested Area/Workspace		N/A	N/A
	Distance: Up to 25 ft.	Occasional	Short	Confined Space- Permit REQUIRED		N/A	N/A	
Pushing	Estimated weight-resistance equivalency			Working Below Ground		N/A	N/A	
	Up to 10 lbs.	Seldom	Short	Working at Heights (ft.)	N/A	N/A	N/A	
Pulling	Estimated weight-resistance equivalency			Noise Level: > 85 decibels TWA for 8 hrs.		N/A	N/A	
	Up to 25 lbs.	Seldom	Short	N/A		N/A	N/A	
Working Overhead	N/A	N/A	N/A	Body area(s): Ex- Trunk, shoulders, arms, and hands.				
	Weight: N/A	N/A	N/A					
Climbing Stairs		N/A	N/A	Vibrations	N/A	N/A	N/A	
Climbing Ladders		N/A	N/A					
Balancing		N/A	N/A					
Stooping		Occasional	Short	Dust / Dirt / Particulate		N/A	N/A	
Kneeling/Squatting		N/A	N/A	Radiation		N/A	N/A	
Bending		Occasional	Short	Silica/Fiberglass		N/A	N/A	
Crawling		N/A	N/A	Asbestos		N/A	N/A	
Explosive Strength: Short bursts of muscle force to propel oneself.		N/A	N/A	Aerosols & Gases	N/A	N/A	N/A	
Trunk Strength: Use of abdominal and lower back muscles.		N/A	N/A	Hazardous Materials /Chemicals		Cleaning Products		
							Disinfectants	
							undefined	
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.		N/A	N/A	Petroleum Products	N/A	N/A	N/A	
Repetitive Limb Movement	Fingers/Wrist	Frequent	Moderate	Electrical Hazard		N/A	N/A	
				Fire Hazard		N/A	N/A	
Dexterity	Use of computer keyboard	Frequent	Moderate	Infectious Diseases Exposure Type(s):	Communicable diseases	Frequent	Short	
	Handwriting	Frequent	Moderate		Air/Blood-borne pathogens	Frequent	Short	
Repetitive Twisting	N/A	N/A	N/A	Ex- Repair sewer pipes; empty residence trash cans.				
				Symbols:	< equal to or less than	< less than		
Awkward Positions & Motions	N/A	N/A	N/A		> 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	Constant	Short	Hazardous Surfaces	N/A	N/A	N/A
Hearing	Conversational level	Constant	Short	Other Hazards	N/A	N/A	N/A
Smell	N/A	N/A	N/A				
					More than 40 hours/week	Occasional	
					More than 8 hours/day	Occasional	
Touch	N/A	N/A	N/A	Hours Worked	More than 5 consecutive days	Occasional	
Voice	One-on-One	Constant	Short		No		
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	Short	Motor Vehicles	Sedan/Pickup/Van	Occasional	Short
					N/A	N/A	N/A
Respiration Protection	Dust mask	Frequent	Short	Heavy Equipment			
Hearing Protection	N/A	N/A	N/A				
Head Protection	N/A	N/A	N/A	Other Equipment or Machinery	N/A	N/A	N/A
Hand Protection							
Foot Protection	Medical grade exam gloves	Frequent	Short	Hand-Held Power Tools	N/A	N/A	N/A
Body, Arm, and Leg Protection	N/A	N/A	N/A				
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 & $\geq 140^\circ$ horizontal vision.	VA DMV requires: 20/40 in each eye w/o telescopic lens & $\geq 140^\circ$ horizontal vision.		N/A
	Standard Driver's License						
Other physical or sensory demands, working conditions, equipment, hazards, PPE, etc., not indicated above:		This position requires a nurse's license for Virginia or compact state.					

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:

Complex information where the listener must analyze the information presented, discern the key facts vs. opinions, and make a determination on appropriate recommendation or action.

2 Communicate Orally - Verbally express thoughts and directions

Job requires:

Explaining and interpreting specialized, and sometimes sensitive, information to co-workers, customers, citizen groups or higher officials.

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 such as analytical, statistical, or status reports where information will be interpreted and applied to course of action.

4 Written Communication Skills - Express thoughts and directions in writing

Job requires:

Written explanation and interpretation of specialized information to other City agencies, customers, higher officials and authorities.

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 specialist or leader 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 a variety of individuals or groups outside the immediate unit/agency to collaborate on issues or projects.

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 information from broad bodies of knowledge (engineering, psychology, biology, law, etc.) and apply it to projects and assignments.

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 be adaptable in assessing customer/client needs and tailoring a non-typical solution.

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 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. 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:

Planning and supervision of multiple groups of employees.

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 highest levels of stress resulting from complex situations; requires maintaining personal composure and initiating remedial action to alleviate stress for others.