

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

Job Title:	Groundskeeper I	Position Number(PCN):	B.004933
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Div./Office:	PAR 049 School Landscaping	Approver's Name	
Date of Last Update:	March 26, 2026	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	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	Extreme Wetness	Below 30 degrees	Occasional	Long
Lifting	Up to 25 lbs.	Frequent	Short	Extreme Dryness		Occasional	Substantial
	Over 50 lbs.	Occasional	Short	Exposure to Traffic	High Traffic Low Speed	Occasional	Short
Carrying	Weight: Up to 25 lbs.	Frequent	Short	Congested Area/Workspace		N/A	N/A
	Distance: Up to 25 ft.	Frequent	Short	Confined Space- Permit REQUIRED		N/A	N/A
Pushing	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
Pulling	Estimated weight-resistance equivalency			Noise Level: > 85 decibels TWA for 8 hrs.	Yes	Frequent	Substantial
	Over 50 lbs.	Occasional	Short	Vibrations	Hand-held lawn equipment	Frequent	Substantial
Working Overhead	Using hand tools	Occasional	Short		Riding mower	Frequent	Long
	Using power tools	Occasional	Short		Body area(s): Ex- Trunk, shoulders, arms, and hands.		
	Weight: Up to 10 lbs.	Occasional	Short	Dust / Dirt / Particulate		Constant	Long
Climbing Stairs		Occasional	Short	Radiation		N/A	N/A
Climbing Ladders		Occasional	Short	Silica/Fiberglass		N/A	N/A
Balancing		Occasional	Short	Asbestos		N/A	N/A
Stooping		Frequent	Short	Aerosols & Gases	N/A	N/A	N/A
Kneeling/Squatting		Frequent	Short	Hazardous Materials /Chemicals			Herbicides
Bending		Frequent	Short				
Crawling		Occasional	Short				undefined
Explosive Strength: Short bursts of muscle force to propel oneself.		Occasional	Short	Petroleum Products	Liquid	Occasional	Short
Trunk Strength: Use of abdominal and lower back muscles.		Frequent	Moderate	Electrical Hazard		N/A	N/A
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.		Frequent	Short		Fire Hazard		N/A
Repetitive Limb Movement	Fingers/Wrist	Frequent	Substantial	Infectious Diseases Exposure Type(s):		N/A	N/A
	Arm/Shoulder	Frequent	Substantial		Symbols:		
Dexterity	Grasping	Frequent	Moderate			Ex- Repair sewer pipes; empty residence trash cans.	
					< equal to or less than		< less than
Repetitive Twisting	Wrist/Elbow	Frequent	Substantial		> equal to or greater than		> greater than
	Shoulder	Frequent	Substantial				
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
Hearing	Conversational level	N/A	N/A	Other Hazards	Animal/Insect bites/stings	Constant	Long
Smell	N/A	N/A	N/A		Trees (storm clean-up)	Occasional	Substantial
					Sharp edges/objects	Frequent	Substantial
Touch	Distinguish texture	N/A	N/A	Hours Worked	More than 8 hours/day	Occasional	
	Distinguish temperature	N/A	N/A		More than 40 hours/week	Occasional	
Voice	Limited Verbal	N/A	N/A		More than 5 consecutive days	Occasional	
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				
Hearing Protection	Both ear plugs and muffs	Frequent	Substantial	Other Equipment or Machinery	Lawn mower	Frequent	Substantial
					Riding mower	Frequent	Substantial
Head Protection	Hard hat (impact protection)	Occasional	Moderate				
	Rain hat	Frequent	Short	Hand-Held Power Tools	Lawn care tools	Frequent	Substantial
Hand Protection	Leather	Frequent	Substantial		Chain/Pole saw	Occasional	Moderate
Foot Protection	Steel/composite toe-safety rated	Constant	Long	Hand Tools and Instruments	Lawn care tools	Frequent	Long
Body, Arm, and Leg Protection	Traffic vest	Frequent	Substantial		Office Machines & Equipment	Computer	Occasional
	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:
Basic, step by step verbal instructions from a supervisor who is usually present at the workplace.
2 Communicate Orally - Verbally express thoughts and directions
Job requires:
Communicating basic 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:
Entry or learning level tasks that vary little from day to day.
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:
Little independent decision making. Established methods and procedures are followed and close supervision is present.
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 basic procedures or steps and recall them to carry out routine, repetitive tasks.
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 routine procedures to accommodate simple changes.
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:
Are primarily manual and routine. Inattention to detail could result in operational delays.
13 Reaction Time - Describes work that requires an immediate response or decision
Job requires the ability to:
Maintain production standards but work is steady and predictable and rarely requires an immediate response or decision.
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.