

PHYSICAL & MENTAL REQUIREMENTS/WORKING CONDITIONS City of Virginia Beach, VA									
Job Title:	Animal Control Officer I					Position Number(PCN):	B.005234		
Div./Office:	POL 112 Animal Control	Approver's Name							
Date of Last Update:	May 06, 2025	Approver's Title							
<b>Fields to the right (Y/N): The position's status AND If the background check must be passed by the incumbent</b>									
Safety Sensitive:		Yes	Child Protective Services (CPS) Background:		No	VCIN Background:		Yes	
CJIS Certification:		Yes	PREA Certification:		No	Subject to Barrier Crime Provisions:		No	
<b>REQUIREMENTS</b>									
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			Constant	Substantial	
Walking		Frequent	Substantial	Working Alone: out of communication w/others			N/A	N/A	
Sitting		Frequent	Moderate	Extreme Temperatures	At/above 90 degrees	Frequent	Moderate		
Reaching	Lower than shoulder level	Frequent	Short	Below 30 degrees			Occasional	Moderate	
Lifting	Up to 50 lbs.	Frequent	Short	Extreme Wetness			Occasional	Short	
	Over 50 lbs. w/assistance	Occasional	Short	Extreme Dryness			N/A	N/A	
Carrying	Weight: Up to 50 lbs.	Occasional	Short	Exposure to Traffic	High Traffic Low Speed	Occasional	Short		
	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			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.)	N/A	N/A	N/A		
Working Overhead	No tools		Seldom	Noise Level: > 85 decibels TWA for 8 hrs.			Yes	Frequent	Moderate
	Weight:	N/A	N/A	N/A					
Climbing Stairs		Occasional	Short	Vibrations	N/A		N/A	N/A	
Climbing Ladders		N/A	N/A						
Balancing		N/A	N/A		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			N/A	N/A	
Explosive Strength: Short bursts of muscle force to propel oneself.		Occasional	Short	Aerosols & Gases	Irritant	Seldom	Substantial		
Trunk Strength: Use of abdominal and lower back muscles.		Frequent	Substantial	Hazardous Materials /Chemicals			Disinfectants		
							Cleaning Products		
							undefined		
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.		Frequent	Moderate	Petroleum Products	N/A	N/A	N/A		
Repetitive Limb Movement	Fingers/Wrist	Frequent	Substantial	Electrical Hazard			N/A	N/A	
	Arm/Shoulder	Frequent	Substantial	Fire Hazard			N/A	N/A	
Dexterity	Grasping	Frequent	Moderate	Infectious Diseases Exposure Type(s):	Communicable diseases		Frequent	Substantial	
Repetitive Twisting	Wrist/Elbow	Frequent	Substantial	Symbols:	Ex- Repair sewer pipes; empty residence trash cans.				
	Waist	Frequent	Substantial						
Awkward Positions & Motions	Awkward positions	Frequent	Moderate		< equal to or less than		< less than		
	Awkward motions	Frequent	Moderate	> 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	N/A	N/A		Hazardous Surfaces	Extremely dark areas	Seldom	Substantial
	Depth perception	N/A	N/A			Unguarded holes/pits	Seldom	Substantial
	Color vision (colors)	N/A	N/A			Abrupt uneven surfaces	Seldom	Substantial
						Animal/Insect bites/stings	Occasional	Short
Hearing	Conversational level	N/A	N/A		Other Hazards			
Smell	N/A	N/A	N/A					
					Hours Worked	More than 40 hours/week	Occasional	
						More than 8 hours/day	Occasional	
Touch	Distinguish texture	N/A	N/A					
	Distinguish temperature	N/A	N/A		Telework Eligible	No		
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	N/A	N/A	N/A		Motor Vehicles	Sedan/Pickup/Van	Constant	Substantial
					Heavy Equipment	N/A	N/A	N/A
Respiration Protection	Air purifying respirator/Elastomeric	Seldom	Substantial					
Hearing Protection	N/A	N/A	N/A		Other Equipment or Machinery	N/A	N/A	N/A
Head Protection	N/A	N/A	N/A					
					Hand-Held Power Tools	N/A	N/A	N/A
Hand Protection	Cut resistant	Frequent	Short					
	Medical grade exam gloves	Frequent	Short					
Foot Protection	Closed-toe street shoes	Constant	Long		Hand Tools and Instruments	Leashes/Snare Poles	Frequent	Short
	Waterproof	Frequent	Substantial					
Body, Arm, and Leg Protection	Body armor	Constant	Long		Office Machines & Equipment	Computer	Constant	Moderate
						Printer/Copier/Fax	Occasional	Short
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 gained from an interview or investigation where interpretation and evaluation are required to make a judgement on the accuracy of the information and the appropriate course of action.	
2 Communicate Orally - Verbally express thoughts and directions	
Job requires:	
Communicating complex information to higher officials and authorities.	
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:	
Preparation of reports and documents involving complex information.	
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:	
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 laws, codes, policies, procedures, etc., which are somewhat repetitive from day to day.	
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 legal or financial liability.	
13 Reaction Time - Describes work that requires an immediate response or decision	
Job requires the ability to:	
Provide an immediate response/decision to situations outside of 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 and cooperation from citizens and outside 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.	