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

Job Title:	Groundskeeper I	Position Number(PCN):	B.005600
Div./Office:	PAR 042 Landscape Maintenance Management	Approver's Name	
Date of Last Update:	April 10, 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

Element	Condition/Level/Value		Frequency	Duration
Standing			Frequent	Substantial
Walking			Frequent	Substantial
Sitting			Occasional	Short
Reaching	Lower than shoulder level		Frequent	Short
Lifting	Up to 25 lbs.		Frequent	Short
	Over 50 lbs.		Occasional	Short
Carrying	**Weight:**	Up to 25 lbs.	Frequent	Short
	Distance:	Up to 25 ft.	Frequent	Short
Pushing	**Estimated weight-resistance equivalency**			
	Over 50 lbs.		Occasional	Short
Pulling	**Estimated weight-resistance equivalency**			
	Over 50 lbs.		Occasional	Short
Working Overhead	Using hand tools		Occasional	Short
	Using power tools		Occasional	Short
	Weight:	Up to 10 lbs.	Occasional	Short
Climbing Stairs			Occasional	Short
Climbing Ladders			Occasional	Short
Balancing			Occasional	Short
Stooping			Frequent	Short
Kneeling/Squatting			Frequent	Short
Bending			Frequent	Short
Crawling			Occasional	Short
Explosive Strength: Short bursts of muscle force to propel oneself.			Occasional	Short
Trunk Strength: Use of abdominal and lower back muscles.			Frequent	Moderate
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.			Frequent	Short
Repetitive Limb Movement	Fingers/Wrist		Frequent	Substantial
	Arm/Shoulder		Frequent	Substantial
Dexterity	Grasping		Frequent	Moderate
Repetitive Twisting	Wrist/Elbow		Frequent	Substantial
	Shoulder		Frequent	Substantial
Awkward Positions & Motions	Awkward positions		Occasional	Moderate
	Awkward motions		Frequent	Moderate

Working Conditions

Element	Condition/Level/Value		Frequency	Duration
Working Outside: in all weather conditions			Frequent	Substantial
Working Alone: out of communication w/others			Occasional	Short
Extreme Temperatures	At/above 90 degrees		Occasional	Long
	Below 30 degrees		Occasional	Long
Extreme Wetness			Occasional	Substantial
Extreme Dryness			Occasional	Substantial
Exposure to Traffic	High Traffic High Speed		Frequent	Substantial
	Life Threatening Exposure		Frequent	Substantial
Congested Area/Workspace			N/A	N/A
Confined Space- Permit REQUIRED			N/A	N/A
Working Below Ground			N/A	N/A
Working at Heights (ft.)	Up to 12 ft.		Occasional	Short
Noise Level: > 85 decibels TWA for 8 hrs.		Yes	Frequent	Substantial
Vibrations	Hand-held lawn equipment		Frequent	Substantial
	Riding mower		Frequent	Long
	Body area(s):	Ex- Trunk, shoulders, arms, and hands.		
Dust / Dirt / Particulate			Constant	Long
Radiation			N/A	N/A
Silica/Fiberglass			N/A	N/A
Asbestos			N/A	N/A
Aerosols & Gases	N/A		N/A	N/A
Hazardous Materials /Chemicals			Herbicides	
			undefined	
			undefined	
Petroleum Products	Liquid		Occasional	Short
Electrical Hazard			N/A	N/A
Fire Hazard			N/A	N/A
Infectious Diseases Exposure Type(s):	N/A		N/A	N/A
	Ex- Repair sewer pipes; empty residence trash cans.			
Symbols:	< equal to or less than		< less than	
	> equal to or greater than		> greater than	

Sensory Demands			
Element	**Condition/Level/Value**	**Frequency**	**Duration**
Vision	20/40 w/correction	N/A	N/A
	Depth perception	N/A	N/A
	Color vision (colors)	N/A	N/A
Hearing	Conversational level	N/A	N/A
Smell	N/A	N/A	N/A
Touch	Distinguish texture	N/A	N/A
	Distinguish temperature	N/A	N/A
Voice	Limited Verbal	N/A	N/A

Working Conditions (cont.)			
Element	**Condition/Level/Value**	**Frequency**	**Duration**
Hazardous Surfaces	Steep incline	Frequent	Short
	Abrupt uneven surfaces	Frequent	Substantial
	Unstable ground	Occasional	Substantial
Other Hazards	Animal/Insect bites/stings	Constant	Long
	Trees (storm clean-up)	Occasional	Substantial
	Sharp edges/objects	Frequent	Substantial
Hours Worked	More than 8 hours/day	Occasional	
	More than 40 hours/week	Occasional	
	More than 5 consecutive days	Occasional	
Telework Eligible	No		

Personal Protective Equipment (PPE)			
Category	**Type**	**Frequency**	**Duration**
Eye and Face Protection	Safety glasses w/side shields	Frequent	Substantial
Respiration Protection	Dust mask	Occasional	Moderate
Hearing Protection	Both ear plugs and muffs	Frequent	Substantial
Head Protection	Hard hat (impact protection)	Occasional	Moderate
	Rain hat	Occasional	Short
Hand Protection	Leather	Frequent	Substantial
Foot Protection	Steel/composite toe-safety rated	Constant	Long
Body, Arm, and Leg Protection	Traffic vest	Frequent	Substantial
	Rain gear	Occasional	Substantial

Equipment Operation & Use			
Category	**Type**	**Frequency**	**Duration**
Motor Vehicles	Sedan/Pickup/Van	Frequent	Substantial
Heavy Equipment	N/A	N/A	N/A
Other Equipment or Machinery	Lawn mower	Frequent	Substantial
	Riding mower	Frequent	Substantial
Hand-Held Power Tools	Lawn care tools	Frequent	Substantial
	Chain/Pole saw	Occasional	Moderate
Hand Tools and Instruments	Lawn care tools	Frequent	Long
Office Machines & Equipment	Computer	Occasional	Short

Operator License	
NOTE: If CDL is required, show CDL Class in element to right.	Type
	Standard Driver's License

Commercial Driver's License	
VA DMV requires: 20/40 in each eye w/o telescopic lens & ≥140° horizontal vision.	N/A

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.