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

Job Title:	Animal Control Officer I				Position Number:	P2496	
Sup Org:	POL-Animal Services Bureau		Approver's Name				
Date of Last Update:	November 04, 2025		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:	Yes
			CJIS Certification:	Yes	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			Frequent	Moderate
Reaching	Lower than shoulder level		Frequent	Short
Lifting	Up to 50 lbs.		Frequent	Short
	Over 50 lbs. w/assistance		Occasional	Short
Carrying	**Weight:**	Up to 50 lbs.	Occasional	Short
	Distance:	Up to 25 ft.	Occasional	Short
Pushing	**Estimated weight-resistance equivalency**			
	Over 50 lbs.		Occasional	Short
Pulling	**Estimated weight-resistance equivalency**			
	Over 50 lbs.		Occasional	Short
Working Overhead	No tools		Seldom	Short
	Weight:	N/A	N/A	N/A
Climbing Stairs			Occasional	Short
Climbing Ladders			N/A	N/A
Balancing			N/A	N/A
Stooping			Frequent	Moderate
Kneeling/Squatting			Frequent	Moderate
Bending			Frequent	Moderate
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	Substantial
Dynamic Strength: Use of muscle force repeatedly or continuously & resistant to fatigue.			Frequent	Moderate
Repetitive Limb Movement	Fingers/Wrist		Frequent	Substantial
	Arm/Shoulder		Frequent	Substantial
Dexterity	Grasping		Frequent	Moderate
Repetitive Twisting	Wrist/Elbow		Frequent	Substantial
	Waist		Frequent	Substantial
Awkward Positions & Motions	Awkward positions		Frequent	Moderate
	Awkward motions		Frequent	Moderate

Working Conditions

Element	Condition/Level/Value		Frequency	Duration
Working Outside: in all weather conditions			Constant	Substantial
Working Alone: out of communication w/others			N/A	N/A
Extreme Temperatures	At/above 90 degrees		Frequent	Moderate
	Below 30 degrees		Occasional	Moderate
Extreme Wetness			Occasional	Short
Extreme Dryness			N/A	N/A
Exposure to Traffic	High Traffic Low Speed		Occasional	Short
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.)	N/A		N/A	N/A
Noise Level: > 85 decibels TWA for 8 hrs.		Yes	Frequent	Moderate
Vibrations	N/A		N/A	N/A
	Body area(s):	Ex- Trunk, shoulders, arms, and hands.		
Dust / Dirt / Particulate			Frequent	Substantial
Radiation			N/A	N/A
Silica/Fiberglass			N/A	N/A
Asbestos			N/A	N/A
Aerosols & Gases	Irritant		Seldom	Substantial
Hazardous Materials /Chemicals			Disinfectants	
			Cleaning Products	
			undefined	
Petroleum Products	N/A		N/A	N/A
Electrical Hazard			N/A	N/A
Fire Hazard			N/A	N/A
Infectious Diseases Exposure Type(s):	Communicable diseases		Frequent	Substantial
	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	Extremely dark areas	Seldom	Substantial
	Unguarded holes/pits	Seldom	Substantial
	Abrupt uneven surfaces	Seldom	Substantial
Other Hazards	Animal/Insect bites/stings	Occasional	Short
Hours Worked	More than 40 hours/week	Occasional	
	More than 8 hours/day	Occasional	
Telework Eligible	No		

Personal Protective Equipment (PPE)			
Category	**Type**	**Frequency**	**Duration**
Eye and Face Protection	N/A	N/A	N/A
Respiration Protection	Air purifying respirator/Elastomeric	Seldom	Substantial
Hearing Protection	N/A	N/A	N/A
Head Protection	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
	Waterproof	Frequent	Substantial
Body, Arm, and Leg Protection	Body armor	Constant	Long

Equipment Operation & Use			
Category	**Type**	**Frequency**	**Duration**
Motor Vehicles	Sedan/Pickup/Van	Constant	Substantial
Heavy Equipment	N/A	N/A	N/A
Other Equipment or Machinery	N/A	N/A	N/A
Hand-Held Power Tools	N/A	N/A	N/A
Hand Tools and Instruments	Leashes/Snare Poles	Frequent	Short
Office Machines & Equipment	Computer	Constant	Moderate
	Printer/Copier/Fax	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:
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.