

PHYSICAL AND MENTAL ACTIVITY FORM 10/30/07

Job Class:	Programmer Analyst
Class Code:	1431

Instructions: Below is a list of activities and other characteristics of the job class. First indicate the frequency with which the task is performed – never, monthly, weekly, up to one hour/day, or more than one hour/day. Next, indicate the task numbers of the best 3-4 examples of tasks for which the listed activities are required.

1. PHYSICAL ABILITIES						
A. Muscular Strength – exerting muscular force against objects or to move one's own body						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hr/day	Task #s
Pushing/Pulling:	X (Rare)					23 Server off of rack
Lifting – from floor Item Lifted: Weight:	X					
Lifting – from table Item Lifted: Listings or log report Weight: 1-10 lbs.				X (DWP)		8,12,13,19
Carrying Item Carried: Weight:	X					
B. Muscular Endurance – continuous muscular exertion for more than two minutes; resistance to muscular fatigue						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hr/day	Task #s
List Activity:	X					
C. Anaerobic Capacity – exertion of maximum physical effort for 5 to 90 seconds						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hr/day	Task #s
List Activity:	X					

D. Cardiovascular Endurance – sustaining physical effort for more than 5 minutes that results in increases in breathing and heart rate						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hr/day	Task #s
List Activity:	X					
E. Flexibility – bending, stretching, and or twisting the body, arms, or legs						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hr/day	Task #s
Twisting Back	X					
Reaching Above Shoulder	X					
Reaching Below Shoulder	X					
Bending Neck					X	Most tasks
Bending Wrist					X	Most tasks
Bending Waist	X					
Bending Knees	X					
F. Balance – maintaining the body in a stable position						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hr/day	Task #s
Walking on uneven surfaces	X					
Climbing equipment (e.g., ladder, pole, scaffolding)	X					
G. Coordination – precision in sequencing and/or simultaneous movement of the arms, hands, legs, feet, and/or the entire body						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hr/day	Task #s
Crawling	X					
Walking	X					
Grasping					X	Most tasks (computer mouse)
Fine Manipulation of Hands (e.g., writing, typing, assembly, tool use)					X	Most tasks
Operation of Foot Pedals	X					

H. Minimal Body Movement						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hr/day	Task #s
Sitting					X	Most tasks
Standing				X (optional)		Most tasks (depending on location)

2. WORKING CONDITIONS/WORK ENVIRONMENT						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hour/day	Task #s
Unpleasant Environment						
Noise levels over 70 decibels (equal to busy street traffic)	X					
Exposure to extremes in temperature	X (rare)					22,23 (server room)
Working in areas with limited ventilation	X					
Health Risk						
Exposure to chemicals, dust, and/or fumes	X					
Exposure to bio-hazards (blood-borne pathogens, sewage, hospital waste)	X					
Exposure to radiation, lead, radon, asbestos, EMF or other carcinogens	X					
Accident Risk						
Close working proximity to hazardous equipment and machinery	X					
Working at heights over 6 feet from the ground	X					

3. COGNITIVE/ INTERPERSONAL/PSYCHOLOGICAL STRESSORS						
	Never	Monthly	Weekly	Daily – up to an hr/day	More than an hour/day	Task #s
Cognitive						
Performing tasks requiring intense concentration					X	Most tasks
Performing repetitive tasks					X	Most tasks
Sustaining attention despite interruptions				X		Most tasks
Shifting attention from one issue to another based on priorities			X			Most tasks
Performing tasks requiring significant independent judgment, or with minimal supervision					X	Most tasks
Making complex decisions while considering several factors			X			6,8,16,22
Performing tasks with deadlines					X (DWP)	Most tasks
Paying attention to detail					X	Most tasks
Interpersonal						
Performing tasks as part of a team, where members rely on each other					X	Most tasks
Performing tasks for general public in service-related position		X				16
Performing tasks that elicit negative responses from the public	X					
Psychological Stressors						
Working in area/conditions where risk to own safety or others is high	X					
Performing tasks that can be emotionally disturbing	X					
Using/exposure to weapons	X					
Working in areas with limited space (underground tunnels, crawl spaces, elevators)	X					

4. SENSES/SPEECH			
	No	Yes	Task #s
Hearing			
Hearing Acuity	X		
Understanding speech in presence of noise	X		
Localizing sound	X		
Vision			
Visual Acuity		X	Most tasks
Depth Perception	X		
Color vision –accurately and quickly naming colors	X		
Touch			
Performing tasks that require sense of touch		X	Most tasks
Smell			
Performing tasks that require sense of smell	X		
Speaking			
Speaking clearly enough to be understood		X	1,16,23,28,30,31
Using public address system, phone, radio		X	1,16,23,28,30

5. MOVING VEHICLES/HEAVY DUTY MACHINERY AND EQUIPMENT			
LIST:			
	No	Yes	Task #s
N/A			