

PHYSICAL AND MENTAL ACTIVITY FORM 10/30/07

Job Class:	Maintenance Laborer
Class Code:	3112

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 examples of tasks for which the listed activities are required. (Note: Essential Functions are denoted by bold task numbers)

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	1
Lifting – from floor Item Lifted: Cement bags Weight: 70 lbs.				X		
Item Lifted: Trash liner boxes Weight: 20-30 lbs.				X		
Lifting – from table Item Lifted: Bricks/asphalt Weight: 70 lbs.					X	
Item Lifted: Tools Weight: 5-30 lbs.				X		1
Carrying Item Carried: Tools Weight: 5-30 lbs.						1
Item Carried: Weight:						
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: Sweeping					X	1
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: Cutting brush					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	1, 2
Reaching Above Shoulder				X		1
Reaching Below Shoulder					X	1, 4
Bending Neck					X	1, 4
Bending Wrist					X	1, 4
Bending Waist					X	1, 4
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	1
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	Most tasks
Grasping					X	Most tasks
Fine Manipulation of Hands (e.g., writing, typing, assembly, tool use)	X					
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		
Standing					X	Most tasks

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	Most tasks
Exposure to extremes in temperature		X				Most tasks
Working in areas with limited ventilation	X					
Health Risk						
Exposure to chemicals, dust, and/or fumes					X	Most tasks
Exposure to bio-hazards (blood-borne pathogens, sewage, hospital waste)					X	1
Exposure to radiation, lead, radon, asbestos, EMF or other carcinogens		X (Rarely)				
Accident Risk						
Close working proximity to hazardous equipment and machinery					X	Most tasks
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					
Performing repetitive tasks					X	Most tasks
Sustaining attention despite interruptions					X	Most tasks
Shifting attention from one issue to another based on priorities	X					
Performing tasks requiring significant independent judgment, or with minimal supervision					X	Most tasks
Making complex decisions while considering several factors	X					
Performing tasks with deadlines					X	
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	Most tasks
Performing tasks that elicit negative responses from the public		X (Rarely)				Most tasks
Psychological Stressors						
Working in area/conditions where risk to own safety or others is high				X		Most tasks
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. <u>SENSES/SPEECH</u>			
	No	Yes	Task #s
<u>Hearing</u>			
Hearing Acuity	X		
Understanding speech in presence of noise		X	Most tasks
Localizing sound		X	Most tasks
<u>Vision</u>			
Visual Acuity		X	Most tasks
Depth Perception	X		
Color vision –accurately and quickly naming colors	X		
<u>Touch</u>			
Performing tasks that require sense of touch	X		
<u>Smell</u>			
Performing tasks that require sense of smell	X		
<u>Speaking</u>			
Speaking clearly enough to be understood		X	Most tasks
Using public address system, phone, radio		X	Most tasks

5.	<u>MOVING VEHICLES/HEAVY DUTY MACHINERY AND EQUIPMENT</u>
LIST:	

	Task #s
Compactor truck	1
Compressor	1
Dump truck	
Pick up truck	
Utility truck	
Front loader	