

Physical, Mental & Environmental Requirements Job Type: ADMINISTRATIVE

Physical & Mental Requirements	N/A	Rarely (1-5%)	Occasionally (6-33%)	Frequently (34-66%)	Constantly (67-100%)	Weight
Standing			Х			
Walking			X			
Sitting				Х		
Lifting		Х				20 lbs.
Carrying		Х				20 lbs.
Pushing		Х				20 lbs.
Pulling		Х				20 lbs.
Climbing		Х				
Balancing		Х				
Stooping		Х				
Kneeling		Х				
Crouching		Х				
Crawling		Х				
Reaching			Х			
Use of Hands/Dexterity				Х		
Talking					Х	
Hearing					Х	
Eye/Hand/Foot Coordination					Х	

A thorough completion of this section is needed for compliance with legal standards such as the Americans with Disabilities Act. The physical requirements described here are representative of those that should be met by an employee to successfully perform the essential functions of this job.

Environmental Requirements	Yes	No	Comments
Extreme cold		Х	
Extreme heat		Х	
Humid		Х	
Wet		Х	
Noise	Х		
Hazards	Х		
Temperature Change		Х	
Atmospheric Conditions		Х	
Vibration		Х	
Other			