

PHYSICAL DEMANDS

Job Title: Stock Room Shipping & Receiving Coordinator					Position #: 000425
Hours: 40		Breaks: 30 min x 1, 15 min x 1		Overtime: < 20 hours x/year	
Equipment: Cart, motorized pallet jack, hand truck, banding tool, computer, pen, utility knife, step stool, mop, broom					
Work Environment: All indoors					
Task	R	O	F	C	Description
Lift (lbs)		50	<10		* 50 lbs from the floor to waist level. *Most lifting is of items weighing under 10 lbs . *Needs to be able to maneuver 75 lb spools of wire. This can be performed using a hand truck. It does not need to be lifted.
Carry (lbs)		50	<10		*Up to 50 lbs for short distances (< 5 ft). *Most carrying is of items under 10 lbs .
Push (lbs)		<20			*Occasional (<20 lbs force) pushing of items on shelves, floor, cart or hand truck.
Pull (lbs)		<20			*Occasional (<20 lbs force) pulling of items on shelves, floor, cart or hand truck.
Sit		X			Spends approximately 1/3 of work day seated. Sitting is broken up over the course of the day and is not for long periods at one time. Most sitting is when working at computer. This could be adapted to stand when at computer if needed.
Stand/Walk			X		*Spends approximately 2/3 of work day on his feet standing and or walking. The Stockroom Coordinator is neither, standing in one place for long periods or walking continuously for long periods. They are constantly alternating between the two. Standing and walking is all indoors on concrete floors. Needs to be able to climb ramp and stairs occasionally.
Bend/Squat			X		Frequent bending or squatting to pick up items and place them on shelves. Items can be located at floor level. Bending and squatting can be accommodated by crouching or kneeling.
Crouch/Kneel		X			Occasional crouching or kneeling when looking for items or inspecting items on low shelves. Crouching and kneeling can be accommodated by bending, squatting or sitting.
Twist/Turn		X			Occasional turning or twisting putting items on shelves in narrow aisle or off cart, also when placing packages onto conveyor and mopping floor. Twisting can be reduced by turning legs & feet to same position as shoulders.
Climb		X			*Occasional use of step stool (3 steps), stairs and ramp.
Reach			X		*Most reaching is performed when handling stock items and is performed between waist and shoulder level. Occasional reaching overhead (up to 6 ft high shelves). Note that a step stool is available to further reduce the need for overhead reaching. *An estimated 10% of the handling/reaching needs to be performed with two hands. The other 90% can be handled with one hand. *Occasional extended reaching beyond 18".
Handle			X		Most handling is of stock items. An estimated 10% of the items need to be handled using two hands. Most items are small enough to pick up with one hand.
Finger		X			*Occasional fingering of small stock items when placing them on shelves. *Occasional fingering when using the computer, a pen, or utility knife.
Balance		X			*Climbing 3 step step stool. Will be able to carry items with one hand when climbing step stool. *Need to be on feet most of the day. *Need to climb stairs and ramp occasionally.
Senses (see, etc)					*Sight (constant), *touch (constant) hearing (frequent).

Rare (R)	1 - 10%	1 - 5 min/hr	< 1 hr/day
Occasional (O)	11 - 33%	6 - 20 min/hr	1 - 2 ½ hr/day
Frequent (F)	34 - 66%	21 - 40 min/hr	2 ½ - 5 ½ hr/day
Constant (C)	67 - 100%	41 - 60 min/hr	> 5 ½ hr/day

Evaluator: Mark Coleman, OT

Date: 02/09/17

*Essential Function