



Office of Human Resources
435-797-0216

POSITION EXAMPLES OF PHYSICAL DEMANDS/CONDITIONS (ADA)

The following is a sample of some of the physical demands that would normally be required for the specific job type. Please use it as a **guide** when completing the working conditions section on the Performance Appraisal form.

The employee should be able to perform the job tasks with or without reasonable accommodations. If you have questions on disability issues, please contact Diane Baum at (435) 797-2444. For questions on the completion of the performance appraisal ADA and job descriptions, please contact Marian Olson at (435) 797-9044.

HVAC TECHNICIAN (Sample only)

Physical Demands:

- Stand:** Remaining on one's feet in an upright position at a workstation without moving about
- Walking:** Moving about on foot
- Lifting:** Raising or lowering an object from one level to another (includes upward pulling) 25-50 lbs
- Carrying:** Transporting an object, usually holding it in the hands or arms, or on the shoulder
- Pushing:** Exerting force upon an object so that the object moves away from the force (Includes slapping, striking, kicking and treadle actions)
- Pulling:** Exerting force upon an object so that the object moves toward the force (includes jerking)
- Climbing:** Ascending or descending ladders, stairs, scaffolding, ramps, poles using feet and legs or hands and arms. Body agility is emphasized
- Balancing:** Maintaining body equilibrium to prevent falling when walking, standing, crouching, or running on narrow, slippery, or erratically moving surfaces; or maintaining body equilibrium when performing gymnastic feats
- Stooping:** Bending body downward and forward by bending spine at the waist, requiring full use of the lower extremities and back muscles
- Handling:** Seizing, holding, grasping, turning, or otherwise working with hand or hands. Fingers are involved only to the extent that they are an extension of the hand, such as to turn a switch or shift automobile gears
- Fingering:** Picking, pinching, or otherwise working primarily with fingers rather than with the whole hand or arm as in handling

Environmental Conditions:

Exposure to weather moving mechanical parts Noise

OFFICE WORKER (I.E.: STAFF ASSISTANT, OFFICE ASSISTANT, COORDINATOR, ETC.) (Sample only)

Physical Demands:

- Sitting:** Remaining in the seated position
- Fingering:** Picking, pinching, or otherwise working primarily with fingers rather than with the whole hand or arm as in handling
- Talking:** Expressing or exchanging ideas by means of the spoken word to impart oral information to clients or to the public and to convey detailed spoken instructions to other workers accurately, loudly, or quickly

FOOD HANDLER (I.E.: SOUS CHEF, COOK, CULINARIAN, ETC.) (Sample only)

Physical Demands:

- Reaching:** Extending hand(s) and arm(s) in any direction
- Handling:** Seizing, holding, grasping, turning, or otherwise working with hand or hands. Fingers are involved only to the extent that they are an extension of the hand, such as to turn a switch or shift automobile gears
- Fingering:** Picking, pinching, or otherwise working primarily with fingers rather than with the whole hand or arm as in handling
- Feeling:** Perceiving attributes of objects, such as size, shape, temperature, or texture, by touching with skin, particularly that of fingertips
- Hearing:** Perceiving the nature of sounds by ear
- Tasting/Smelling:** Distinguishing, with a degree of accuracy, differences or similarities in intensity or quality of flavors or odors, or recognizing particular flavors or odors using tongue or nose
- Near Vision:** Clarity of vision at 20 inches or less
- Lifting:** Raising or lowering an object from one level to another (includes upward pulling) 10-25 lbs
- Stand:** Remaining on one's feet in an upright position at a workstation without moving about

Environmental Conditions:

Toxic or caustic chemicals Noise Unpleasant odors Fumes or smoke

A more extensive list of physical demands/conditions (ADA) follows.

DEFINITION OF PHYSICAL DEMANDS/CONDITIONS (ADA)

This is *not* a complete list of physical demands/conditions that may be required to perform job responsibilities, but is to be used as an example of possibilities to assist in the completion of the performance appraisal form.

PHYSICAL DEMANDS:

- Sitting:** Remaining in the seated position
- Stand:** Remaining on one's feet in an upright position at a workstation without moving about
- Walking:** Moving about on foot
- Lifting:** Raising or lowering an object from one level to another (includes upward pulling) (Choose one of the following)
Under 10 lbs., 10-25 lbs., 25-50 lbs., 50-75 lbs., 75-100 lbs., over 100 lbs.
- Carrying:** Transporting an object, usually holding it in the hands or arms, or on the shoulder
- Pushing:** Exerting force upon an object so that the object moves away from the force (Includes slapping, striking, kicking and treadle actions)
- Pulling:** Exerting force upon an object so that the object moves toward the force (includes jerking)
- Climbing:** Ascending or descending ladders, stairs, scaffolding, ramps, poles using feet and legs or hands and arms. Body agility is emphasized
- Balancing:** Maintaining body equilibrium to prevent falling when walking, standing, crouching, or running on narrow, slippery, or erratically moving surfaces, or maintaining body equilibrium when performing gymnastic feats
- Stooping:** Bending body downward and forward by bending spine at the waist, requiring full use of the lower extremities and back muscles
- Kneeling:** Bending legs at knees to come to rest on knee or knees
- Crouching:** Bending body downward and forward by bending legs and spine
- Crawling:** Moving about on hands and knees or hands and feet
- Reaching:** Extending hand(s) and arm(s) in any direction
- Handling:** Seizing, holding, grasping, turning, or otherwise working with hand or hands. Fingers are involved only to the extent that they are an extension of the hand, such as to turn a switch or shift automobile gears
- Fingering:** Picking, pinching, or otherwise working primarily with fingers rather than with the whole hand or arm as in handling
- Feeling:** Perceiving attributes of objects, such as size, shape, temperature, or texture, by touching with skin, particularly that of fingertips
- Talking:** Expressing or exchanging ideas by means of the spoken word to impart oral information to clients or to the public and to convey detailed spoken instructions to other workers accurately, loudly, or quickly
- Hearing:** Perceiving the nature of sounds by ear
- Tasting/Smelling:** Distinguishing, with a degree of accuracy, differences or similarities in intensity or quality of flavors or odors, or recognizing Near particular flavors or odors using tongue or nose
- Vision:** Clarity of vision at 20 inches or less
- Far Vision:** Clarity of vision at 20 feet or more
- Depth Perception:** Three-dimensional vision. Ability to judge distances and spatial relationships so as to see objects where and as they actually are
- Visual Accommodation:** Adjustment of lens of eye to bring an object into sharp focus. This factor is required when doing near point work at varying distances from the eye
- Color Vision:** Ability to identify and distinguish colors
- Field of Vision:** Observing an area that can be seen up and down or to right or left while eyes are fixed on a given point

ENVIRONMENTAL CONDITIONS:

- | | |
|----------------------------|-------------------------|
| Exposure to weather | Moving mechanical parts |
| Electric shock | Extreme cold |
| Extreme heat | Atmospheric conditions |
| Wet and/or humid | High, exposed places |
| Noise | Radiant Energy |
| Vibration | Explosives |
| Toxic or caustic chemicals | |