LEGEND:
Constant = 67 – 100% of workday
Frequent = 35 – 66% of workday
Occasional = 34% or less of workday

Aleda E. Lutz VA Medical Center
Functional Requirements

Position: Engineering Technician Service: FMS
Occupational Series: 802

FUNCTION	DESCRIPTION	FREQUENCY
REACHING:	This position requires extension of the hand(s) and arm(s) in any direction including above or below shoulder level, including retrieval of needed equipment and supplies.	☐ Constant ☐ Frequent X Occasional
STANDING:	This position requires the maintenance of an upright position to perform duties such as those associated with patient care, serving food, or working a service counter.	☐ Constant ☐ Frequent X Occasional
WALKING:	This position requires moving about on foot to accomplish tasks, such as delivering mail.	☐ Constant ☐ Frequent X Occasional
LIFTING:	This position requires the raising of objects from a lower position to a higher position or the movement of objects horizontally position to position. Lifting may be done in the movement of equipment or supplies. Exerting up to 50 pounds of force occasionally and/or up to 25 pounds of force frequently to move objects.	☐ Constant ☐ Frequent X Occasional
FINGERING/ HANDS:	This position requires writing or otherwise working with fingers and/or hands, including one or both hands to include duties such as entering information into the computer, etc.	X Constant ☐ Frequent ☐ Occasional
TALKING:	This position requires the expression of ideas by means of the spoken word, including the provision of information to internal and external contacts, and the sharing of information with co-workers.	X Constant ☐ Frequent ☐ Occasional
HEARING:	This position requires the perception of sounds at normal range, including the reception of oral communication both in person and over the phone.	X Constant ☐ Frequent ☐ Occasional
REPETITIVE MOTIONS:	This position requires substantial movements (motion) of the wrists, hands, and/or fingers, as is done when entering information into the computer.	X Constant ☐ Frequent ☐ Occasional
VISION:	This position requires the ability to see near and far, requires depth perception and the ability to distinguish between basic colors and shades of colors when reading computer monitors, etc.	X Constant ☐ Frequent ☐ Occasional
BALANCING:	This position requires maintenance of equilibrium to prevent falling such as assisting co-workers and external customers with activity.	☐ Constant X Frequent ☐ Occasional
BENDING:	This position requires bending the body downward and forward to assume appropriate-level position to retrieve items.	☐ Constant X Frequent ☐ Occasional
KNEELING:	This position requires bending legs at knee to come to a rest or kneel in order to assume an appropriate-level position for retrieval of items.	☐ Constant ☐ Frequent X Occasional
CROUCHING:	This position requires bending the body downward and forward in order to assume an appropriate-level position to retrieve items.	☐ Constant ☐ Frequent

		X Occasional
PUSHING:	This position requires using the upper extremities to press against something with steady force in order to thrust forward, downward or outward, as in pushing of AV equipment. Exerting up to 50 pounds of force occasionally and/or up to 25 pounds of force frequently to move objects.	☐ Constant ☐ Frequent X Occasional

FUNCTION	*DESCRIPTION*	*FREQUENCY*
PULLING:	This position requires using the upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion, as in pulling equipment from one area to the next. Exerting up to 50 pounds of force occasionally and/or up to 25 pounds of force frequently to move objects.	☐ Constant ☐ Frequent X Occasional
GRASPING:	This position requires the application of pressure to an object with the fingers and palm, as in the holding of a pen to jot notes, messages, etc.	☐ Constant X Frequent ☐ Occasional
FEELING:	This position requires the perception of attributes of objects, such as size, shape, temperature, or texture by touching with skin, particularly that of fingertips and palms.	☐ Constant X Frequent ☐ Occasional
SITTING:	This position requires the maintenance of a seated position, as when seated to work at the computer and while participating in meetings.	X Constant ☐ Frequent ☐ Occasional
CARRYING:	This position requires the use of upper extremities to hold or grasp and lower extremities to move about on foot to move objects from position to position.	☐ Constant X Frequent ☐ Occasional
TASTING/ SMELLING:	This position requires exposure to smells that may be strong in nature.	☐ Constant ☐ Frequent X Occasional
CLIMBING:	This position requires moving from one place to another on foot, utilizing one or both legs, and/or utilizing both legs and arms to change one's position in space, either upward or downward as in when climbing the stairs between floors.	☐ Constant ☐ Frequent X Occasional
CRAWLING:	This position requires bending the body downward to a position of being on ones hands and knees to assume appropriate-level position to retrieve items such as pens that have fallen under equipment.	☐ Constant ☐ Frequent X Occasional
REFLEX:	Ability for rapid mental and muscular coordination simultaneously.	X Constant ☐ Frequent ☐ Occasional
FIRE ARMS:	Ability to use and desirability of using firearms. x Not Applicable	☐ Constant ☐ Frequent ☐ Occasional

PHYSICAL DEMANDS:

- The position is primarily sedentary, with some bending, walking and stooping required.

EMOTIONAL DEMANDS:

- Exposure to meeting with employees and external contacts who may be angry and/or upset. May observe patient suffering.

VISUAL REQUIREMENTS:

This position requires the:

- Ability to read printed material and distinguish colors, such as reading computer screens.
- Ability to accurately perceive depth so as to move around work space safely and to appropriately make contact with patients and staff.

INTELLECTUAL/EMOTIONAL REQUIREMENTS:

This position requires the:

- Ability to adapt to successfully perform interactions with a wide variety of professionals and personalities as a member of a multidisciplinary team working with patients.
- Ability to perform a variety of duties, changing one task to another without loss of efficiency or composure, and consistently meet department work schedule demands, including documentation and participation in workgroup, committees, etc.
- Ability to communicate effectively, courteously, and cooperatively with co-workers, patients, and visitors of diverse professional, education and lifestyle backgrounds.
- Ability to work independently and assume responsibility for completion of assignments.
- Ability to recognize situations beyond function(s) knowledge/training and request appropriate assistance.
- Ability to maintain confidentiality of information to protect patient rights to privacy.

HAZARDS/ENVIRONMENTAL FACTORS:

- Position functions mainly in an administrative environment, with some functions occurring in a Hospital/Clinical environment.

- Other *environmental factors* include but are not limited to:

☐ outside ☐ outside and inside ☐ excessive heat
☐ excessive cold
☐ excessive humidity ☐ excessive dampness/chilling ☐ dry atmospheric conditions
☐ excessive noise, intermittent
☐ constant noise

- Other *hazards* include but are limited to:

☐ dust ☐ silica, asbestos, etc. ☐ fumes, smoke, or gases
☐ solvents
☐ grease and oils ☐ radiant energy ☐ electrical energy ☐ slippery or uneven surfaces
☐ working around machinery with moving parts ☐ working around moving objects or vehicles
☐ working on ladders or scaffolding ☐ working below ground
☐ unusual fatigue factors (specify) _____ _____
☐ working with hands in water ☐ explosives
☐ vibration
☐ working closely with others ☐ working alone
☐ protracted or irregular hours of work ☐ other (specify)