**RECRUITMENT – PHYSICAL DEMANDS OF ROLE ASSESSMENT**

This template is a general assessment of the position description to be completed by the employer as part of the recruitment process. If medical examinations are required, this template can be completed and given to a medical practitioner to access the applicant against the inherent requirements of the position.

## Contacting the Victorian Chamber of Commerce and Industry

The Victorian Chamber’s team of experienced workplace relations advisors can assist members with a range of employment, human resources and industrial relations issues.

Our team of consultants can also provide assistance to both members and non-members on a range of more complex matters for a fee-for-service. Our consultants can, among other things, provide training to employees, conduct investigations and provide representation at proceedings at the Fair Work Commission.

For assistance or more information, please contact the Workplace Relations Advice Line on (03) 8662 5222.

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**Position Title: Date:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Employee is required to perform the following** | **Never**  **(0%)** | **Occasionally**  **(1-33%)** | **Often**  **(34-66%)** | **Constantly**  **(67-100%)** |
| Physical Demands (Movement) | | | | |
| Stand |  |  |  |  |
| Walk |  |  |  |  |
| Change Posture (e.g. change from sitting to standing) |  |  |  |  |
| Use stairs |  |  |  |  |
| Bend or Twist the Back |  |  |  |  |
| Movement of Neck |  |  |  |  |
| Climb (Ladders, Scaffolding) |  |  |  |  |
| Crawling |  |  |  |  |
| Kneeling or Squatting |  |  |  |  |
| Handling or Feeling Objects |  |  |  |  |
| Repetitive Movements of the Hands/Arms |  |  |  |  |
| Repetitive Movements of the Feet (e.g. operating foot controls) |  |  |  |  |
| Climb (Ladders, Scaffolding) |  |  |  |  |
| Physical Demands (Strength) | | | | |
| Lift from Floor Height: usually \_\_\_\_kg but up to \_\_\_\_kg |  |  |  |  |
| Lift from Waist Height: usually \_\_\_\_kg but up to \_\_\_\_kg |  |  |  |  |
| Lift above Shoulder Height: usually \_\_\_\_kg but up to \_\_\_\_kg |  |  |  |  |
| Carry Loads: usually \_\_\_\_kg but up to \_\_\_\_kg |  |  |  |  |
| Push/Pull Loads: Usually \_\_\_\_kg but up to \_\_\_\_kg |  |  |  |  |
| Lift/Carry Awkward Sized Loads |  |  |  |  |
| Reach for Objects |  |  |  |  |
| Work with Arms Above Shoulder Height |  |  |  |  |
| Lift/Carry/Move Humans or Animals |  |  |  |  |
| Physical Demands (Vision) | | | | |
| Computer / Visual Display Unit Use (including typing duties) |  |  |  |  |
| Reading |  |  |  |  |
| Visual Inspection involving Small Defects, Small Parts |  |  |  |  |
| Visual Acuity for Operation of Tools (e.g. power drills) |  |  |  |  |
| Physical Demands (Auditory) |  |  |  |  |
| Speak |  |  |  |  |
| Listen |  |  |  |  |
| Use of Telephone |  |  |  |  |
| Equipment Use | | | | |
| Drive Standard Vehicle (Cars) |  |  |  |  |
| Drive Large Vehicle (Trucks) |  |  |  |  |
| Drive/ Operate Heavy Machinery (Forklift, Bulldozer, Bobcat, etc.) |  |  |  |  |
| Use Tools, Machinery or Vehicles which Vibrate |  |  |  |  |
| Use of Hand Tools (Hammer, Shovel, Screwdriver) |  |  |  |  |
| Use of Power Tools (Radial Saw, Drill) |  |  |  |  |
| Use of Office Equipment (Computer, Projector, Telephone) |  |  |  |  |