

Physical Demands Analysis

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| Job Title | Warehouse Associate |
| Job Summary | Pull parts from pick lists and pack parts for shipping. |
| Job/Work Schedule | 8hr. day with two 15min. breaks and a 30min. lunch |
| Overtime | Overtime can add 1 to 2 hrs. per day |
| Job Pace | Pick and pack 82 to 130 parts per hour |
| Physical Demand Requirement of Job* | Medium |

*Based on Department of Labor Physical Demand Definitions

Essential Functions & Physical Demands

The position includes but may not be limited to the following.

| Job Task Description | |
|----------------------|--|
| 1. | Pick parts from small racking system – Pull pick ticket from a workstation and scan the ticket to pull up the order. The scanner will direct associate to pick locations for parts. Take a cart with a box to a pick location. Pick a part, verify and scan the part. Enter a quantity and place the part in a box. Take cart to the next location and repeat the process until finished. When finished, take the cart to a packing station and place the box on the station. |
| 2. | Pick parts from large racking system – Drive a tug with a cart to pick locations in large racking system according to the scanner. Pick a part, verify and scan the part. Enter a quantity and place the part on the cart. Parts on upper shelves require stepping on a ladder that is part of the vehicle. Larger parts can be pulled or pushed onto the cart. Continue to pick parts until the pick ticket is complete. When complete, drive to the packing area. |
| 3. | Pack parts at packing station – On the last part, the scanner will indicate part/batch complete. Scan the finished order code to print the packing list and drive to a packing station. Pull the packing list and determine what packing is needed. Pull empty boxes from dependent on need and pack parts into boxes. Boxes can be packed on the workstation or pallet. Use paper filler and small boxes to secure parts and fill voids. Tape boxes closed when finished. Enter the order into the computer and select the carrier. Enter quantity of parcels and print shipping labels. Place labels on each box as needed. For individual boxes, place them on a conveyor line. For pallet loads, place boxes on a pallet in the packing area. |
| 4. | Operate Vehicle – Drive a vehicle to pick locations. Steering wheel is at (40in.), step onto vehicle at (7in.). Right side pedal requires (20 lbs.) of force to depress with body weight. Ladder at back has rungs at (11, 21, & 41in.) to access upper shelves. Platform on the front is at a (25in.) height & cart on back is at a (12in.) height. |

Lifting / Carrying (force required to transfer object)

| Job Task Description | Weight | Frequency | Start Heights | End Heights | Carry Distance |
|--|---------------|---------------------------|----------------------|-------------|----------------|
| Pick parts from pick slots and place them onto a cart or into a box on a cart. | <1 to 3 lbs. | 110 to 130 parts per hour | Between 3 & 84in. | 30 in. | Up to 2 ft. |
| Pick parts from the large racking system and place them onto the cart. | <1 to 18 lbs. | 110 to 130 parts per hour | Between 5 & 80 in. | 12 to 25in. | Up to 5 ft. |
| Pick parts from the racking system and place them onto the cart. A ladder is used to reach higher shelves. | <1 to 56 lbs. | 82 to 95 parts per hour | Between 17 & 106 in. | 12 to 25in. | Up to 5 ft. |
| Use scanner to scan parts and enter quantities. | 2 lbs. | 82 to 110 times per hour | 25in. | 25in. | Up to 4 ft. |
| Take parts from cart to boxes, crates, and pallets for packing. | <1 to 56 lbs. | 82 to 130 parts per hour | 12 to 25in. | 5 to 38in. | Up to 5 ft. |

Total Body Pushing / Pulling (Initial force required to move object. Not weight of object)

| Job Task Description | Force Required | Frequency | Distance |
|--|----------------|---------------------------|--------------|
| Push cart through the small racking system to pick parts. Associates can take carts down rows or walk to and from the cart and pick locations. | Up to 2 lbs. | 110 to 130 parts per hour | 5 to 50 ft. |
| Slide larger boxes onto and off of the float cart to avoid lifting boxes. | Up to 18 lbs. | 5 to 10 times per hour | Up to 10 ft. |

Upper Extremity Pushing / Pulling *(Force required to move object while lower extremities are stationary)*

| Job Task Description | Force Required | Frequency |
|--|----------------|--------------------------|
| Steer the vehicle through racking system to pick parts. Steering wheel is at (40in.) | Up to 5 lbs. | 50 to 65 times per hour |
| Slide boxes out of rack systems to lift | Up to 8 lbs. | 50 to 100 times per hour |

Gripping / Coupling *(force required to trigger a tool or hold an object)*

| Job Task Description | Force Required | Frequency |
|---|----------------|--------------------------|
| Use scanner to scan parts and enter quantities. | 1 to 1.5 lbs. | 82 to 130 times per hour |

Reaching *(Horizontal distance from the midline of the body)*

| Job Task Description | Height | Horizontal Distance | Frequency |
|---------------------------|---------------|---------------------|--------------------------|
| Pick part and pack parts. | 3in. to 38in. | Up to 24 in. | Up to 130 parts per hour |

Job Images



Psychological/Mental Demands

| | Yes | No | Description |
|---|-----|----|--|
| Working under pressure/deadlines | X | | Pick products according to customer orders for daily shipments |
| Perform fast-pace work | X | | Pick products according to customer orders for daily shipments |
| Perform self-pace work | | X | |
| Perform incentive/piece work | | X | |
| Perform with precise/production standards | X | | Perform up to a minimum pick standard |
| Deal with multiple tasks throughout the workday | X | | Pick, pack, and ship parts, drive vehicle and operate computer |
| Perform complex or varied tasks | | X | |
| Perform simple and repetitive tasks | X | | Pick products according to customer orders for daily shipments |
| Advanced interpersonal skills (influence/negotiate) | | X | |
| Perform in a leadership role (manage/supervise) | | X | |
| Follow simple instructions | X | | Pick products according to customer orders for daily shipments |
| Follow complex instructions (beyond 3 steps) | | X | |
| Working alone | X | | Pick products according to customer orders for daily shipments |
| Working in a group | X | | Attend team meetings |
| Travelling and/or Driving | | X | |

Work Environment / Environmental Conditions

| | Yes | No | Description |
|--|-----|----|---|
| Personal Protective Equipment (PPE) | X | | Steel toe shoes, available gloves |
| Chemical Exposure | | X | |
| Confined Spaces (29 CFR 1910.146) | | X | |
| High Elevations (\geq 4' above floor level) | X | | Pick products from upper shelves using a ladder |
| Temperature Exposure (Heat/Cold) | | X | |
| Work Near Moving Machinery | | X | |
| Work Near Powered Industrial Trucks | X | | Operate vehicle |
| Near Visual Acuity (Clarity \leq 20in.) | X | | Use scanner and visually check product labels |
| Far Visual Acuity (Clarity \geq 20ft.) | X | | Monitor other associates on vehicles |
| Color Vision | | X | |
| Depth Perception | X | | Operate vehicle |
| Feel/Touch (Perceiving object attributes) | | X | |

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| Job Title | Warehouse Associate |
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Physical Demand Summary

| Never | Infrequently 2-5 % of time 1-2 reps/ hr. 2-20 reps/day | Occasionally 6-33% of time 3-12 reps/hr. 21-100 reps/day | Frequently 34-66% of time 13-30 reps/hr. 101-245 reps/day | Constantly 67-100% of time > 31 reps/hr. > 246 reps/day |
|-------|---|---|--|--|
|-------|---|---|--|--|

| TASKS | FREQUENCY N/I/O/F/C | DESCRIPTION / TOOLS & EQUIPMENT |
|-------------------------------|------------------------|--|
| LIFTING/FORCE | | |
| 0 to 5 lbs. | C | Pick parts from pick locations and pack parts |
| 6 to 10 lbs. | F | Pick parts from pick locations and pack parts |
| 11 to 25 lbs. | O | Pick parts from pick locations and pack parts |
| 26 to 50 lbs. | O | Pick parts from pick locations and pack parts |
| 51 to 100 lbs. | I | Pick parts from pick locations and pack parts. Max weight is (56 lbs.) |
| Floor - Waist (1"-41") | C | Access parts in pick locations |
| Waist - Shoulder (41"-54") | C | Access upper shelves to pick parts |
| Shoulder - Overhead (55"-85") | F | Access upper shelves to pick parts |
| Total Body Push / Pull | F | Maneuver cart |
| Upper Extremity Push/Pull | F | Slide parts to float cart and slide boxes to lift or set down |
| POSITIONAL TASKS | | |
| Bending / Squatting | F | Pick parts from pick locations and pack parts |
| Twisting | C | Monitor traffic while driving vehicle when reaching the end of aisles |
| Kneeling | I | Pick parts from pick locations |
| Supine-lying | N | |
| Crawling | N | |
| Neck Extension | O | View parts in upper pick locations |
| Neck Flexion | O | View parts in lower pick locations |
| Neck Twisting | O | Operate vehicles |
| UPPER EXTREMITY | | |
| Overhead Reaching | F | Pick parts from pick locations and pack parts |
| Horizontal Reaching | C | Pick parts from pick locations and pack parts |
| Simple Grasping | C | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> Pick and pack parts |
| Firm/Power Grip | O | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> Pick larger parts |
| Fine Manipulation/Pinch Grip | I | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> Pick and pack small parts |
| Flexion/Extension/Deviation | F | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> Pick and pack parts |
| Hand/Arm Vibration | N | R <input type="checkbox"/> / L <input type="checkbox"/> |
| Palm Buttons | N | |
| Keying | O | Enter quantities into scanner |
| Mousing | N | |
| Writing | N | |
| Phone Calls | N | |
| TOTAL BODY | | |
| Total Body Vibration | N | |
| Sitting | N | |
| Standing (<3 steps) | F | Operate vehicle and ship orders |
| Walking (>3 steps) | F | Pick parts and pack parts in packing area |
| Climb Stairs | F | Step onto and off of vehicle with a 7in. step |
| Climb Ladders | F | Access upper shelves to pick parts with ladder steps with (11, 10, & 20in. steps) |
| Driving /Foot Controls | C | Steering wheel is at (40in.), step onto vehicle at (7in.). Press on gas pedal 50 to 65 times per hour requiring 20 lbs. of force |
| Balancing-Slippy, Narrow | N | |