

OG&E Functional Demands Summary

JOB TITLE: Print Services Associate, Staff, Lead-Specialist

Physical Demand Level (PDC): **Heavy**

Facility: **OG&E**

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

	Constant	Frequent	Occasional	Comments/Task Description
Crawling				
Stooping		X		To File and Sort mail.
Crouching/ Kneeling			X	To File and Sort mail.
Climbing			X	Stairs in buildings as necessary.
Standing		X		Prolonged standing to and box as needed.
Walking		X		Throughout printing area.
Hand Coordination		X		Fine and gross motor skills
Sitting			X	Doing paperwork
Reach overhead/forward	X	X		To print and box prints as needed at floor, 3", 14", 29", 40", 59", 63", 79", and 84". Constant-forward and Frequent-overhead.
Repetitive Motion		X		
Push/Pull		X		

This position requires an employee to lift/carry:

	Constant	Frequent	Occasional	Distance	Comments
1 – 35 lbs	10			Varies	
36 – 50 lbs		38	50	Varies	
51 - 75 lbs					
75 - 100 lbs					
Push	5	50	50		
Pull	5	40	100		

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

	Constant	Frequent	Occasional	Comments/ Description
Hot/ Cold			X	Inside environment
Wet				
Vibrations				
Chemicals				
Confined space		X		Work areas
Variable floor surface	X			All types
Dust			X	
Heights				
Awkward Positions		X		

Frequency: O=Occasional (1-33%); F=Frequency (34-67%); C=Constant (67-100%)
Repetition: Occasional 1-4 reps/hr; Frequency 5-24 reps/hr; Constant 25+ reps/hr