



KEY MUSCULOSKELETAL RISK AREAS	PSYCHOLOGICAL DEMANDS HIGHEST RISK AREAS
	COGNITIVE DEMANDS
	Attention to detail
	Memory
	Concentration
3 (3)	EMOTIONAL DEMANDS
	Dealing with customers
1111	
HIGHEST RISK BODY AREAS	ROLES DEMANDS
Neck and shoulder	Adaptability & flexibility
Lower back	Structure work
Elbow and wrist	



Job Dictionary

Position:

Location:	Overall Physical Demand Rating:	
Task Description:		PPE:
Environment:		Shift Length:
Physical Demands of Working Day (Percentage of	actual time spent doing tasks)	Task Rotation:
O = Occasional (0-32%) F = Frequent (3	3-66%) C = Constant (67-100%)	

	0	F	С	Comment
Stair/Ladder Climbing				
Squatting/ crouching/ kneeling				
Floor to waist lifting				

Waist to eye level lifting		
Sitting		
Standing		
Walking		
Carrying		
Holding loads away from body		
Overhead reaching		
Work bent over - stoop		
Carrying bulky/ large/awkward load		
Trunk rotation (standing)		
Trunk rotation (sitting)		
Neck movement		

Pushing/pulling		
Shoulder movements		
Elbow movements		
Jerky movements		
Forward reach		
Wrist movements		
Grip type		
Whole body vibration		
Hand-arm vibration		

Scale Key

Physical Demand Level	Occasional	Frequent	Constant
Sedentary	o - 4.5kgs	Negligible	Negligible
Light	4.5 - 9kgs	o - 4.5kgs	Negligible
Medium	9 - 22kgs	4.5 - 11kgs	o - 4.5kgs
Heavy	22 - 45kgs	11 - 22kgs	4.5 - 9kgs
Very Heavy	> 45kgs	22 - 45kgs	9 - 22kgs

Job Dictionary



	PSYCHOLOGICAL DEMANDS	N	О	F	С	COMMENT
	Reading comprehension					Reading numbers on tracking sheet or computer, SWMS
	Oral comprehension					Listening and understanding customers and colleagues
	Oral expression					Speaking to customers
DS	Writing					Writing numbers down for each customer
AN	Numerical reasoning					Counting in the head with every customer, totalling amounts
Σ	Diagrammatic	Χ				
	Critical thinking	Χ				
IVE	Attention to detail					Counting containers for every customer, placing into various bins
COGNITIVE DEMANDS	Judgement and decision making					
\mathcal{O}	Active listening					Listening to warehouse sounds, aware of loud glass noises
	Complex problem solving	Χ				
	Memory					Memorise numbers as counting containers, variety of containers
	Concentration					Focused on task when sorting and counting
	Social perceptiveness					Customer facing role
SOI	Stress tolerance	Χ				
A	Persuasion	Χ				
EM	Dealing with customers					Customer facing at drop off counter
IAL D	Resolving conflicts & negotiating with others	Х				
EMOTIONAL DEMANDS	Deal with unpleasant or angry people	Х				
Σ	Work with a group or team					Working in a team
	Working independently					Rarely independent work
	Adaptability and flexibility					Need to be available for customers at all times
	Time pressure					May increase time pressure during busy periods
	Time management					Autonomy when sorting containers – depending on busy periods
S	Coordinate and lead others	Χ				
	Instructing	Χ				
۱×	Manage financial resources	Χ				
DEI	Manage personnel resources	Χ				
ROLE DEMANDS	Impact of decisions on co- workers or company results	Х				
	Structured work					Structured tasks
	Responsibility for outcomes and results	Х				



Manual Task Images

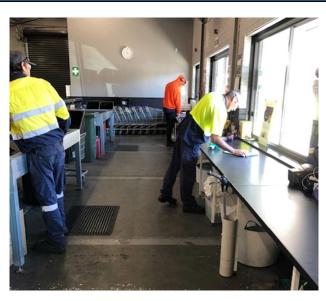


Figure 1: Example of leaning posture when working at the front counter.

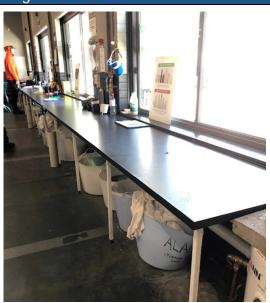


Figure 2: Example of front counter where containers are dropped off by the customer.



Figure 3: Example of sorting station.



Figure 4: Example of cleaning the sorting station.





Figure 5: Example of wheelie bin that is moved around and lifted into the sorting area.



Figure 7: Example of posture when sorting containers. Note sustained neck flexion posture.

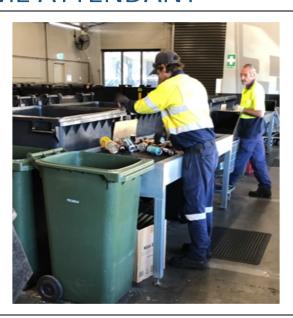


Figure 6: Example of repetitive shoulder movements and leaning posture when sorting containers.



Figure 8: Example of leaning/forward reaching posture when sorting containers.



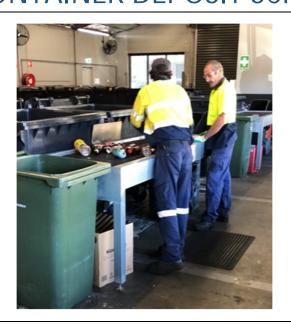


Figure 9: Example of standing twisting posture when sorting containers into various bins/tubs.



Figure 10: Example of posture when moving the wheeled skip bins around the warehouse.

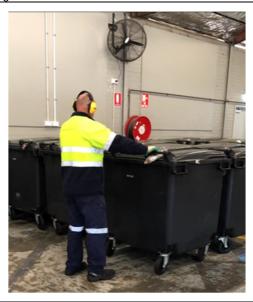


Figure 11: Example of moving bins. Note the floor surface and fan for cooling the warehouse.



Figure 12: Example of the container for change warehouse.