

# Inherent Requirements

**Job Title: Area Manager**

**Classification: ASO7**

This document outlines the inherent requirements of the role that a person must be able to perform to fulfil the jobs core duties effectively and safely.

They reflect the genuine occupational needs of the position and apply to all employees, with or without reasonable adjustments. The information provided supports transparent onboarding and employment practices and assists individuals in making informed decisions about their capacity to meet the role's demands.

Requirements	Frequency			
	Unlikely	Possible	Occasionally	Regularly
<b>Psychological Demands (Task)</b>				
Attention: Concentration				•
Attention: Precision & Accuracy				•
Mechanical Reasoning (understand how objects, equipment or tools work)	•			
Numerical Skills				•
Oral Communication				•
Negotiation / Influencing Skills				•
Problem Solving and Critical Thinking				•
Quick Thinking				•
Reading Literacy				•
Spatial Reasoning (placing or moving items safely)	•			
Writing Literacy				•
Repetitive cognitive tasks / sustained attention			•	
<b>Psychological Demands (Overall Job Factors)</b>				
Contact with clients/customers				•
Exposure to Confrontational Situations		•		
Exposure to Emotional Situations		•		
Learning (ability to pick up new skills, procedures or information and apply them to your work.			•	
Level of Job Control and Autonomy				•
Level of Scrutiny and Accountability from Others			•	
Level of Supervision or Support Received		•		
Managing Others				•
New Relationship Building				•
Safety Pressures				•
Self-control and regulation of emotions				•
Sensitivity and Empathy To Needs of Others				•
Switching between Tasks			•	

Teamwork				•
Time Pressures (Incl Deadlines)				•
Exposure to cumulative emotional stress / burnout risk				•
Exposure to ethically complex situations				•
Working with culturally diverse people and teams				•
<b>Physical / Manual / Mobility</b>				
Sitting - counter / desk				•
Sitting – vehicle			•	
Operating telephone / computer				•
Writing / reading				•
Keyboard / data entry				•
<b>Manual Handling</b>				
Bending / twisting spine		•		
Working with one or both hands above shoulder height	•			
Light lifting (5-10kgs)		•		
Moderate lifting (10-20kg)	•			
Heavy lifting (20 – 50+kg)	•			
Requiring low/light application of force (lifting small items, pushing)	•			
Requiring medium to high application of force	•			
Lifting/holding/restraining	•			
Exerting force in an awkward posture	•			
Repetitive lifting / turning of clients	•			
Sustained postures / endurance tasks (standing, walking)	•			
Pushing / pulling a wheelchair on all terrains	•			
Locking and securing equipment / wheelchair (lock and load)	•			
<b>Agility</b>				
Squatting / kneeling	•			
Looking up / looking down			•	
Reaching forwards or sideways	•			
Gripping or grabbing equipment	•			
<b>Mobility</b>				
Walking / standing- briefly				•
Walking / standing- extended	•			
Walking on uneven ground	•			
Climb steps/stairs		•		
Climb ladder	•			
Driving – passenger vehicle				•
Driving – light commercial (regular drivers' licence)	•			
Driving – van (endorsed licence)	•			
Driving – machinery/heavy commercial	•			
<b>Sensory</b>				
Hearing – face to face / telephone conversations				•

Hearing – working with loud machinery	•			
Visual – read printed material, signage				•
Visual – computer screen, electronic signs				•
Visual – driving		•		
Visual – watching with vigilance (e.g. actively observing clients to ensure their wellbeing and safety.)		•		
<b>Emotional</b>				
Dealing with complex customers / residents				•
Supporting dependent persons	•			
Dealing with conflict			•	
Managing complex personal situations				•
Providing empathy			•	
Dealing with grief, trauma or loss			•	
Supporting people with challenging behaviours			•	
<b>Work Environment</b>				
Outdoor – exposed to elements, plant & equipment	•			
Confined spaces	•			
Working alone		•		
Working remotely		•		
Working at heights (greater than 2m)	•			
Exposure to extensive dust	•			
Pollen (or other allergens)	•			
Exposure to polluted odours and/or chemicals	•			
Exposure to Personal waste		•		

**Frequency Code (how often are staff exposed to hazard)**

*If tasks vary shift to shift give indication of maximum likely exposure.*

*Unlikely = almost never occurs in this role*

*Possible = could occur, but infrequent*

*Occasionally = occurs sometimes as part of normal duties*

*Regularly = happens often and routinely*