

## Physical Demands Analysis

|                                     |   |
|-------------------------------------|---|
| Employer                            | Chico Unified School District   |
| Job Title                           | Baker Assistant   |
| Job Summary                         | Perform a variety of duties involved in the high-volume preparation and baking of bread, pastries, cinnamon rolls, and other baked goods. |
| Job/Work Schedule                   | 8 Hr. Shift M-F   |
| Scheduled Breaks                    | Flexible breaks   |
| Overtime                            | Overtime may be available   |
| Physical Demand Requirement of Job* | Medium-Heavy  |

\*Based on Department of Labor Physical Demand Definitions

### Essential Functions & Physical Demands

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

| Essential Functions |   |
|---------------------|---|
| 1.                  | <ul style="list-style-type: none"> <li>Follow written and oral instructions to support the preparation of breads, pastries, cakes, pies, cookies, cinnamon rolls, and other dessert and bakery products.</li> <li>Make recommendations and provide input on ordering and production needs.</li> <li>Develop, test, and adjust recipes.</li> <li>Maintain proper storage and rotation of supplies and baked goods.</li> <li>Maintain baking and food service areas, facilities, and equipment in a clean and sanitary condition.</li> <li>May provide guidance and train less experienced bakery staff.</li> <li>Perform related duties and responsibilities as assigned.</li> </ul> |
| 2.                  | <ul style="list-style-type: none"> <li>Correct and adjust recipes to achieve desired outcome.</li> <li>Operate, clean, and maintain commercial bakery equipment.</li> <li>Perform mathematical computations quickly and accurately.</li> <li>Communicate effectively and professionally both verbally and electronically.</li> <li>Follow and maintain bakery production sheets.</li> <li>Plan and prioritize work to meet needs and timelines.</li> <li>Maintain consistency and quality of bakery products.</li> <li>Communicate clearly and concisely, both orally and in writing.</li> <li>Effectively manage work time.</li> </ul>   |
| 3.                  | <ul style="list-style-type: none"> <li>Complete required Local, State, and Federal training/certification programs.</li> <li>Two years of high-volume baking from scratch experience in a commercial or institutional kitchen.</li> <li>Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.</li> <li>Possess and maintain a California Food Handler card or ServSafe certification is required.</li> <li>Supplemental training or course work in food preparation, child nutrition, or a related field is preferred.</li> </ul>   |

### Lifting / Carrying (force required to transfer object)

| Job Task Description   | Weight        | Frequency                    | Start Heights | End Heights   | Carry Distance      |
|--|---------------|------------------------------|---------------|---------------|---------------------|
| Lift, handle and carry various baking related items throughout the shift (Utensils, ingredients, trays, pans). | Up to 5 lbs.  | 50 times per shift/As Needed | 1 in. to 3in. | 3in. to 64in. | Up to 50 ft./Varies |
| Handle/transfer large cooking oil containers, and large sugar, flour, and baking soda bags.                    | Up to 50 lbs. | 10 times per shift/As Needed | 1 in. to 3in. | 3in. to 35in. | Up to 20 ft./Varies |

### Total Body Pushing / Pulling

(Initial force required to move object. Not weight of object)

| Job Task Description   | Force Required                      | Frequency                        | Distance               |
|--|-------------------------------------|----------------------------------|------------------------|
| May use total body to push/pull delivery carts with trays of prepared goods. | 9 lbs. of force/Personal Preference | Up to 30 times per day/As needed | Up to 50 ft./As Needed |

### Upper Extremity Pushing / Pulling

(Force required to move object while lower extremities are stationary)

| Job Task Description   | Force Required                            | Frequency                       |
|--|---|---------------------------------|
| May use upper extremities to push/pull when cutting baked goods and adjusting various baking related items on work surface (Utensils, ingredients, trays, pans). | <1 to 2 lbs. of force/Personal Preference | Up to 5 hours per day/As Needed |
| To access handle and operate dough divider.  | 5 lbs. of force/Personal Preference       | Up to 2 hours per day/As Needed |

### Gripping / Coupling

(force required to trigger a tool or hold an object)

| Job Task Description  | Force Required                         | Frequency                     |
|---|--|-------------------------------|
| Handle various baking related items and products throughout the shift (Utensils, ingredients, trays, pans). | Personal Preference/Firm Grasp         | Up to 5 hours a day/As Needed |
| Operate big mixer, dough divider, and dough sheeter   | 5-13 lbs. of force/Personal Preference | Up to 4 hours a day/As Needed |

### Reaching

(Horizontal distance from the midline of the body)

| Job Task Description   | Height                   | Horizontal Distance | Frequency                       |
|--|--------------------------|---------------------|---------------------------------|
| Access items from floor, above waist and at shoulder level. (Employee uses a 12" step stool to access items on highest shelf which is 64 inches high). | Floor to shoulder height | Arm's length        | Up to 5 hours per day/As Needed |
| To operate muffin dispenser, dough divider, and access big oven rack.  | Up to 76 in.             | Arm's length        | Up to 3 hours per day/As Needed |

### Job Images



### Mental Demands

|   | Yes | No | Description   |
|---|-----|----|---|
| Working under pressure/deadlines                    | X   |    | Products come in quickly must manage without error          |
| Perform fast-pace work                              | X   |    | May perform fast-paced work to keep up with demand          |
| Perform self-pace work                              |     | X  |   |
| Perform incentive/piece work                        |     | X  |   |
| Perform with precise/production standards           | X   |    | Required in various ways throughout the shift               |
| Deal with multiple tasks throughout the workday     | X   |    | A variety of tasks (loading hopper, baking, dividing dough) |
| Perform complex or varied tasks                     | X   |    | A variety of tasks (loading hopper, baking, dividing dough) |
| Perform simple and repetitive tasks                 | X   |    | Lining-up muffin dough                                      |
| Advanced interpersonal skills (influence/negotiate) |     | X  |   |
| Perform in a leadership role (manage/supervise)     | X   |    | In the case of an absent employee/colleague                 |
| Follow simple instructions                          | X   |    | Baking at proper temperature                                |
| Follow complex instructions (beyond 3 steps)        | X   |    | Knowledge of yeast and quick bread baking differences       |
| Working alone                                       | X   |    | Usually works alone   |

|                           |   |   |   |
|---------------------------|---|---|---|
| Working in a group        | X |   | May work with others, depends on assignment |
| Travelling and/or Driving |   | X |   |

### Work Environment / Environmental Conditions

|  | Yes | No | Description   |
|--|-----|----|---|
| Personal Protective Equipment(PPE)             | X   |    | Gloves  |
| Chemical Exposure                              | X   |    | Cleaning solutions and exhaust from nearby school bus yard        |
| Confined Spaces (29 CFR 1910.146)              |     | X  |   |
| High Elevations ( $\geq 4'$ above floor level) |     | X  |   |
| Temperature Exposure (Heat/Cold)               | X   |    | Sometimes it can be cold in the AM, and to access walk in freezer |
| Work Near Moving Machinery                     | X   |    | May work near stacker or conveyer                                 |
| Work Near Powered Industrial Trucks            |     | X  |   |
| Near Visual Acuity (Clarity $\leq 20$ in.)     | X   |    | Operate various controls (oven, big mixing bowl, hopper)          |
| Far Visual Acuity (Clarity $\geq 20$ ft.)      | X   |    | Monitor environment/facility for safety                           |
| Color Vision                                   | X   |    | To visually monitor baked goods                                   |
| Depth Perception                               | X   |    | Operate various controls (oven, big mixing bowl, hopper)          |
| Feel/Touch (Perceiving object attributes)      | X   |    | To check consistency/texture of baked goods                       |

### Physical Demand Summary

| Tasks                         | Frequency<br>N/I/O/F/C | Description / Tools & Equipment   |
|-------------------------------|------------------------|---|
| <b>LIFTING/FORCE</b>          |                        |   |
| 0 to 5 lbs.                   | F                      | Lift, handle and carry small baking related items throughout the shift (Utensils, ingredients)  |
| 6 to 10 lbs.                  | F                      | Lift, handle and carry larger baking related items throughout the shift (Trays, pans)   |
| 11 to 25 lbs.                 | I                      | Handle/transfer large cooking oil containers, and large sugar, flour, and baking soda bags)   |
| 26 to 50 lbs.                 | I                      | Handle/transfer large cooking oil containers, and large sugar, flour, and baking soda bags)   |
| 51 to 100 lbs.                | N                      |   |
| Floor - Waist (1"-41")        | F                      | Access items from floor and above waist   |
| Waist - Shoulder (41"-54")    | F                      | Access items at waist and shoulder level  |
| Shoulder - Overhead (55"-85") | O                      | To operate muffin dispenser, dough divider, and access big oven rack  |
| Total Body Push / Pull        | F                      | May use total body to push/pull delivery carts with trays of prepared goods   |
| Upper Extremity Push/Pull     | F                      | May use upper extremities to push/pull when cutting baked goods and adjusting various baking related items on work surface (Utensils, ingredients, trays, pans) |
| <b>POSITIONAL TASKS</b>       |                        |   |
| Bending / Squatting           | O                      | Pick-up, handle and carry trays, goods, and various products  |
| Twisting (Waist)              | I                      | To view, retrieve and store items/products  |
| Kneeling                      | I                      | Access items on floor/below waist   |
| Supine-lying                  | N                      |   |
| Crawling                      | N                      |   |
| Neck Extension                | O                      | View/access high shelves and handle of dough divider  |
| Neck Flexion                  | F                      | View/access various baking/food prep items  |
| Neck Twisting                 | I                      | View/access various baking/food prep items  |
| <b>UPPER EXTREMITY</b>        |                        |   |
| Overhead Reaching             | O                      | To access high shelves and operate dough divider  |
| Horizontal Reaching           | F                      | Access items from floor, above waist and at shoulder level  |
| Simple Grasping               | F                      | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> Handling various baking related tools/utensils                                    |
| Firm/Power Grip               | I                      | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> To operate dough divider and dough sheeter  |
| Fine Manipulation/Pinch Grip  | O                      | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> Handling various baking related tools/utensils                                    |
| Wrist Flexion/Extension       | F                      | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> Handling various baking related tools/utensils                                    |
| Wrist Deviation               | F                      | R <input checked="" type="checkbox"/> / L <input checked="" type="checkbox"/> Handling various baking related tools/utensils                                    |
| Hand/Arm Vibration            | N                      | R <input type="checkbox"/> / L <input type="checkbox"/>   |
| Keying                        | N                      |   |
| Mousing                       | N                      |   |
| Writing                       | N                      |   |
| Phone Calls                   | I                      | May answer phone if available   |
| <b>TOTAL BODY</b>             |                        |   |
| Total Body Vibration          | N                      |   |
| Sitting                       | O                      | May have opportunity to sit while goods are baking  |
| Standing (<3 steps)           | F                      | Preparing various products for distribution   |
| Walking (>3 steps)            | F                      | Pick-up, handle and carry items to assist with food preparation   |
| Climb Stairs                  | N                      |   |

|                          |   |  |
|--------------------------|---|--|
| Climb Ladders            | N |  |
| Driving/Foot Controls    | N |  |
| Balancing-Slippy, Narrow | N |  |

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