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| **U.S. Department of Labor****Bureau of Labor Statistics**  | **Occupational Requirements Survey** | dol_seal_bw |

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| **Private Industry** |

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| The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (Title 5 of Public Law 107-347) and other applicable Federal laws, your responses will not be disclosed in identifiable form without your informed consent. | ***This report is authorized by law, 31 United States Code §§ 1535/FAR 17.5 of the Economy Act. Your*** ***voluntary cooperation is needed to make the results of this survey comprehensive, accurate and timely.*** | O.M.B. #1220-0189Expires xx/xx/2021 |
| We estimate that it will take an average of 66 minutes to complete this form, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing this information. If you have any comments regarding this estimate or any other aspect of this survey including suggestions for reducing this burden, please send them to the Bureau of Labor Statistics, Office of Compensation and Working Conditions (1220-0189), 2 Massachusetts Avenue N.E., Washington, D.C. 20212. You are not required to respond to the collection of information unless it displays a currently valid OMB control number. |





**PRINT ADDITIONAL COPIES OF PAGES 2-5, AS NEEDED.**





How frequently is work checked in this job by a supervisor or lead worker?

* **(A)** More than once per day
* **(B)** Once per day
* **(C)** Less often than once per day, but at least once per week
* **(D)** Less often than weekly

Are Supervisors or lead workers generally present in the same physical area as workers?

* Yes
* No

Which of the following most determines the pace of work for this job during the normal workday or work week (select one)?

* **(A)** Machinery, equipment, or software
* **(B)** (Company determined) numerical performance targets
* **(C)** People (such as customers, supervisor, etc.)
* **(D)** Self-paced by worker

How would you describe the work flow for this job on a daily or weekly basis? Would you say that it…

* Has few (if any) slack periods
* Has few (if any) rush periods (or large build-ups of work)
* Varies, with fluctuations or rush periods (or large build-ups of work) and slow periods on a daily or weekly basis

Can workers step away from their work area easily outside of scheduled breaks (e.g. short bathroom breaks)?

* Yes
* No

The next question is about ‘problem solving’ tasks that the worker does in his/her job. Think of ‘problem solving’ as what happens when workers are faced with a new or difficult situation which requires them to think for a while about what to do next. How often is the worker responsible for solving problems that take more than 5 minutes to find a good solution?

* **(A)** More than once per day
* **(B)** Once per day
* **(C)** Not every day, but at least once per week
* **(D)** Not every week, but at least once per month
* **(E)** Less often than monthly, including never

 How often does this occupation require verbal, work-related interactions?

* **(A)** Constantly, every few minutes
* **(B)** Not constantly, but more than once per hour
* **(C)** Not every hour, but more than once per day
* **(D)** Once per day or less often

What level of ‘people skills’ does this job require?

* Minimal/basic
* More than basic



Do any critical tasks require stooping, kneeling, crouching, or crawling?

* Yes
* No

How is this work performed? Does the company train/require a specific posture or do workers generally all use a specific posture:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Seldom** | **Occasionally** | **Frequently** | **Constantly** |
| **Stooping** | □ | □ | □ | □ |
| **Crouching** | □ | □ | □ | □ |
| **Crawling** | □ | □ | □ | □ |
| **Kneeling** | □ | □ | □ | □ |
| **Workers Choice** | □ | □ | □ | □ |



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