**Signed form must be returned with completed City of West Linn application**

#### **Meals Coordinator**

### ESSENTIAL FUNCTIONS

REQUIRES ABILITY TO:

Must have the ability to operate kitchen equipment in a safe manner.

Must have the ability to communicate clearly and concisely both orally and in writing.

Perform manual labor for periods of up to four (4) hours.

Specific vision abilities necessary for this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Requires ability to move 25 pounds regularly and up to 50 pounds occasionally.

Must have ability to remain stationary, position self, and move about.

Ability to maintain composure during stressful situations.

Must have dexterity to prepare foods.

Work a regular schedule established for the position.

The employee is required to sustain an effective, working relationship with a variety of people (i.e. co-workers, peers and supervisors).

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.

I have read and understand the essential functions of this position and I am able to perform the essential functions of the Meals Coordinator position as outlined above.

Signature Date