Early Medical Assessment



Domestic Appliance Retailing

Goods Inwards and Hardware

1. Domestic Appliance Retailing
2. Goods Inwards and Hardware

Dear Doctor: This form will take up to 5 minutes to complete. Please review each task the worker undertakes (both picture and written description) and tick whether or not the worker can complete this task. If modification required, please leave comments. Space at the end of this document is available for final comments and recommendations.

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| L:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Domestic Appliance Retailing\Banner Mitre 10 Norwood\goods inwards (1).JPGL:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Domestic Appliance Retailing\Banner Mitre 10 Norwood\goods inwards (4).JPGL:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Domestic Appliance Retailing\Banner Mitre 10 Norwood\goods inwards (6).JPG | **Receiving Goods*** Hardware products are delivered to the door on pallets.
* Tearing plastic wrap with fingers and unwrapping goods. Bending required.
* Moving goods from pallet to receiving area by carrying or lifting onto a flat bed trolley or sack truck and pushing.
* Entering details into computer whilst standing at bench.
* Moving goods to holding area for hardware staff to collect.
* Empty boxes are kept on shelving (floor to overhead) for display items.
 | Doctor Approval[ ]  Yes [ ]  NoComments:  |
| L:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Domestic Appliance Retailing\Banner Mitre 10 Norwood\goods inwards (7).JPGL:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Domestic Appliance Retailing\Banner Mitre 10 Norwood\goods inwards (10).JPG | **Wrapping Pallets*** Breaking up orders from other stores and re-palletising correctly involving some low level postures, lifting and carrying boxes of varying weights and sizes to different pallets on the floor.
* Wrapping pallets with shrink wrap involving prolonged bending, whilst walking around pallet. Both hands are used to grip wrap at either end to allow it to run out. Pulling required.
 | Doctor Approval[ ]  Yes [ ]  NoComments: |
| L:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Domestic Appliance Retailing\Banner Mitre 10 Norwood\IMG_2036.JPGL:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Domestic Appliance Retailing\Banner Mitre 10 Norwood\IMG_2038.JPGL:\RTW Fund Project\Stage Three SAWIC Codes 472801, 473601 & 485601\Domestic Appliance Retailing\Banner Mitre 10 Norwood\IMG_2040.JPG | **Hardware Customer Service*** Constant standing whilst assisting customers.
* Smaller hardware items such as nuts and bolts sold in this section. Customers tend to help themselves but may ask for assistance.
* Shelving between floor to overhead with light items stored higher.
* Chains may need to be cut involving pulling chain to desired length and using long handled bolt cutters (bilateral power grip) to cut chain.
* Stocking shelves with goods when not serving customers ie. carrying or pushing items on flat bed trolley from goods inwards are to shelving and placing in correct shelf. Repetitive reaching to place multiple items.
 | Doctor Approval[ ]  Yes [ ]  NoComments: |

1. Work Capacity Form

**Doctor Review (include final comments)**

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I confirm that in my view, subject to the above comments, the worker is able to perform certain duties detailed in this Early Medical Assessment.

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| These duties should be reassessed on: |  | Date: |

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

**Employers Declaration:**

I confirm that I/we have reviewed the Doctor’s recommendations and comments. I/we will make suitable changes to make allowances for the Dr’s recommendations.

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

**Employees Declaration**

My Doctor has discussed their recommendations with me. I have been given the opportunity to participate in this process.

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

For information on completing this form, please contact Business SA on 08 8300 0000.

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