



JOB ROLE PROFILING

Everything we do is built on the premise that 'prevention is the best cure'. And when it comes to helping organisations build preventative strategies to effectively manage the risks of the workplace, we first start by understanding the activities that take place every day. Without this foundation, even the best preventative strategy will come unstuck.

Job Role Profiling involves the observation and assessment of job roles within a business with the aim of understanding the physical demands of the job. As well as collecting data and images related to each job roles, feedback is received from the employees on the performance of these tasks - including postures, load handling techniques, team work, work environment layout, and the use of mechanical aids.

This information is then collated to create individual Job Role Profiles (JRPs) which are typically collated to form a **Job Role Dictionary**

In addition to helping you understand the hazards and risks that are present for each role in the business, JRP's are valuable for many key business processes such as pre-employment (i.e. finding the right person for the role) and building return-to-work processes.

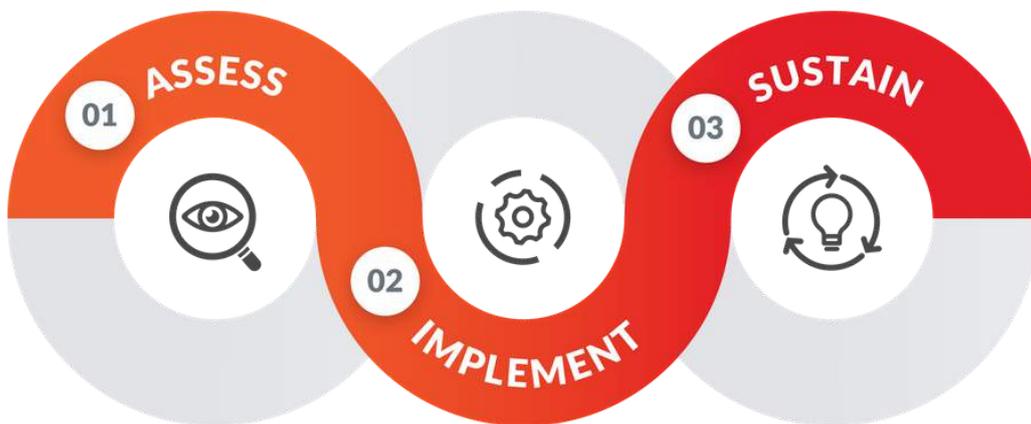
Upon completion, WFR will sit down with you to review the JRPs and discuss the information and implications, so the business is able to better manage the inherent ergonomic and manual handling risk of the job roles.



“ The WFR team are a delight to work with, customer focussed and accommodating to all requests. ”
- Natalie Tabone, Head of Environment, Health and Safety
Asahi Beverages

OUR APPROACH

Over our 2+ decades in business, we've refined the way we work with our clients to get the best outcomes from our solutions. Our approach ensures that we understand the specific needs of your organisation and implement a solution that gets lasting results.





WHAT CAN YOU EXPECT?



ASSESS

Our first port of call is to always spend a little time asking questions and reviewing any available data – such as injury and incident data. We'll also work with you to identify the different job roles that exist across the organisation.

This helps paint a picture of the work environment and helps plan our onsite assessment process.



IMPLEMENT

Next, one of WFR's Exercise Physiologists will come onsite to observe and assess each job role in the day-to-day environment.

We'll spend time with employees across all work areas considering each role – asking questions, watching various tasks being performed and taking photos. WFR will use this information to create the Job Role Profile (JRP), including:

Position summary	Job description, main duties, hours of work, PPE
Work environment	Exposures and frequency
Physical demands	Manual handling, postures and dynamic tolerances, movements
Images	Job role and tasks being completed
Job Task Overview	Tasks categorised based on physical demands requirements



SUSTAIN

Typically, JRP's are collated to form a **Job Role Dictionary**, which is then utilised across the key business processes – from recruitment to the development of return to work processes, hazard identification, risk management and more.

+ OPTIONAL: Ask WFR to conduct **Ergonomic Task Analyses** on any higher risk job tasks identified. This is a more in-depth observation and assessment that results in a Risk Analysis Report (see page 5 for more info).



WHAT ARE THE BENEFITS?

- Preventative programs lead to a reduction in injuries and incidents - saving significant costs for the business
- A systematic, holistic and unbiased review of the job roles that exist in your business
- Identification of high-risk job roles and ongoing support to address these risks (if required).
- The creation of a Job Role Dictionary helps to streamline risk management across all key business processes

WANT TO GET A PREVENTATIVE PROGRAM IN PLACE?

Get in touch for more information:
ENQUIRIES@WORKSITE.COM.AU





TRY ADDING ONE OF THESE...

Job Role Profiling is just part of our Reducing Workplace Risk offering. It's often complemented with:



ERGONOMIC TASK ANALYSES

This is a more in-depth observation and assessment of a job role or task, typically conducted to investigate an incident or conducted proactively to better manage high-risk roles.

Following the assessment, WFR will compile a Risk Analysis Report. This report identifies and assesses all risk factors, and then utilises a Hierarchy of Control process to outline recommendations to help mitigate the risks of that task or role.



MUSCULOFIT™

WFR's musculoskeletal health improvement program that aims to increase an employee's awareness of their musculoskeletal current health status and provides them with tools, individual coaching and advice to improve or maintain their health status.

The program also provides an employer with valuable group health data to help inform a musculoskeletal injury prevention strategy.

Or any of our solutions for that matter...

Our experience over the last two decades has shown us that the most effective health and wellness strategies are designed to deliver four outcomes:



All of WFR's solutions are designed so they can be run independently as a short-term campaign or can work together to form a comprehensive health and wellness approach that we like to call this our **Healthy Lifestyle Program™**.

Whether your workforce is 20 or 20,000, we can design an approach to meet your strategic needs.

Get in touch for more information:

ENQUIRIES@WORKSITE.COM.AU

