

## **JOB ANALYSIS: MANICURING**

### **GENERAL JOB INFORMATION**

**1. Job Tasks**

Performs all services relative to the care and enhancement of the hands and feet, i.e., manicuring and pedicuring, artificial nail building, nail wraps, nail tips, gels and fiberglass nail application.

**2. Work Devices** (Machines, tools, equipment, including chemicals).

Manicuring and pedicuring implements, stools, tables, pedicure bowls, manicure heaters/bowls, lotions, cuticle removers, artificial nail liquids, primers, nail glue, fiberglass materials, nail gel materials.

**3. Health and Safety**

Various intensities of odor levels in artificial nail chemicals.

### **PHYSICAL DEMANDS**

#### **FREQUENCY KEY**

Constantly	(C)	67% - 100% of daily schedule
Frequently	(F)	33% - 67% of daily schedule
Occasionally	(O)	< 33% of schedule
Seldom	(S)	occurs less than 1x/day
Not Present	(NP)	activity or condition d/not exist

**1. General Body Movements**

STANDING:	Frequency	=	(S)
Surface =	Tiled floor		
Activity =	All nail services.		
WALKING:	Frequency	=	(S)
Surface =	Tiled floor		
Activity =	From work station to gather supplies, fill pedicure tubs, maintain area.		
SITTING:	Frequency	=	(C)
Chair type =	Manicure stools		
Activity =	All services performed involving manicuring and pedicuring.		
BENDING:	Frequency	=	(F)
Activity =	Pedicuring, gathering supplies from cupboards.		
CROUCHING/SQUATTING		=	(F)
Activity =	Pedicuring		
KNEELING		=	(O)
CRAWLING		=	(NP)
CLIMBING		=	(S)
BALANCING		=	(O)

**2. Upper Body Movements**

NECK FLEXION/EXTENSION	Frequency	=	(F)
Activity =	Filing, nipping, buffing, application of artificial nails.		
ROTATION/LATERAL TILT	Frequency	=	(F)
Activity =	Adjusting equipment, filing, nipping, application of nail product.		
REACHING	Frequency	=	(O)
Activity =	Gathering towels and supplies.		
WRIST FLEXION/EXTENSION	Frequency	=	(F)
Activity =	Polish application; nail applications.		
HANDLING	Frequency	=	(F)
Activity =	Smoothing/applying product.		
GROSS MANIPULATION	Frequency	=	(F)
Activity =	Massage.		

SIMPLE GRASPING/ FIRM GRASPING	Frequency	=	(F)
	Activity	=	Grasping tools and implements; moving/adjusting stools, massage movements.
WRIST ROTATION	Frequency	=	(F)
	Activity	=	Massage.
FINGERING	Frequency	=	(C)
	Activity	=	Polish application, artificial nail application, application of cuticle remover, nail glue, primers, nail wrapping materials.
TWISTING	Frequency	=	(F)
<b>3. <u>Lifting/Carrying/Pushing/Pulling</u></b>			
LIFTING/LOWERING	Frequency	=	(F)
	Activity	=	Products and supplies not weighing in excess of 15 lbs.; pedicure tubs.
CARRYING	Frequency	=	(F)
	Activity	=	Products, towels, tools, etc.
PUSHING/PULLING	Frequency	=	(F)
<b>4. <u>Coordination (eye, hand, foot)</u></b>			
	Frequency	=	(F)
	Activity	=	Application of nail products, use of pusher and nippers.
<b>5. <u>Driving</u></b>		=	(NP)
<b>6. <u>Communication/Sensory Input</u></b>			
VISION	Frequency	=	(F)
	Activity	=	Nail product application, determining/assessing nail disorders/diseases.
HEARING	Frequency	=	(F)
	Activity	=	Client consultation.
TALKING	Frequency	=	(F)
	Activity	=	Giving instructions, communication/interaction with clients.