

Working Conditions and Abilities

All TRS employees must have the ability to:

- Establish and maintain harmonious working relationships with co-workers, agency staff, and external contacts
- Work effectively in a professional team environment

Physical Requirements and Working Conditions:

- normal cognitive abilities including the ability to learn, recall, and apply certain practices and policies;
- marginal or corrected visual and auditory requirements;
- constant use of personal computers, copiers, printers, and telephones;
- the ability to move about the office to access file cabinets and office machinery;
- frequent sitting and/or remaining in a stationary position; and
- the ability to work under deadlines, as a team member, and in direct contact with others.

Workforce Expectations:

- regularly, reliably, and punctually attend work;
- work extended hours as necessary;
- travel routinely for work assignments and trainings;
- show flexibility and adaptability toward changes in assignments and work schedules;
- adhere to the agency's internal management policies and procedures; and
- exhibit work behaviors consistent with agency core values.

