

HRCI

Exam Questions PHR

Professional in Human Resources



NEW QUESTION 1

Your organization is looking for methods to improve communication between the management and the employees within the company. Which one of the following methods is best described as a small but representative sampling of employees - led in a conversation by a neutral moderator about an identified topic?

- A. Focus group
- B. Workshop
- C. Pilot group
- D. Brainstorming session

Answer: A

NEW QUESTION 2

As an HR Professional you must be familiar with the strategic business management of your organization. Henry Fayol identified five functions of business management which still apply to businesses today. Which one of the following answers correctly identifies the five functions of a manager?

- A. Prevoyance, to command, to execute, to close, and to control
- B. Prevoyance, to organize, to command, to coordinate, andto control
- C. To plan, to organize, to control, to propose, and to close
- D. Initiating, planning, executing, controlling, and closing

Answer: B

NEW QUESTION 3

Amy is a sales person for your company and she earns her pay based on commission. Amy's pay is known as variable pay or what other term?

- A. Fixed pay
- B. Commission only
- C. Base pay
- D. At risk pay

Answer: D

NEW QUESTION 4

As an HR Professional you must recognize, and be aware of several pieces of legislation that affects your performance as an HR Professional.Which one of the following acts exempted labor unions and agricultural organizations from The Sherman Antitrust Act?

- A. The Clayton Act
- B. The Railway Labor Act
- C. The National Labor Relations Act
- D. The National Industrial Recovery Act

Answer: A

NEW QUESTION 5

A union is performing a jurisdictional strike in front of a construction site. What is a jurisdictional strike?

- A. It is a strike through which the union seeks to pressurize an employer to assign a particular work to its members; rather than to members of other unions or to the non-union worker
- B. It is a strike through which the union seeks to pressurize an employer to agree to the terms ofa new contract although there is already an approved contract in plac
- C. It is a strike through which the union seeks to pressurize an employer to agree to the terms of a new contract because the current contract between the employer and the union has expire
- D. It is a strike through which the union seeks to pressurize an employer to assign all work to its members, rather than to members of non-union worker

Answer: A

NEW QUESTION 6

During the organization of a union, it's possible that the union will gain recognition from the management. The management is then obliged to give the NLRB a list of employees who are eligible to vote in the unionization election. What is the name of the list of such employees called?

- A. Constituent List
- B. Union prospectus List
- C. Excelsior List
- D. Candidate List

Answer: C

NEW QUESTION 7

As an HR Professional, you must be familiar with collective bargaining agreements and the process that rights are given, contracts, and union and management cooperation. With this in mind, what is a rights arbitration?

- A. It is a lawsuit between the collective management and the collective unio
- B. It is a formal hearing between the management and the union, to resolve grievances during the construction of a contrac
- C. It is a formal hearing between management and union members to resolve grievances during the administration of a contrac
- D. It is a not a lawsuit, but a resolution of laws and their impact on existing contract

Answer: C

NEW QUESTION 8

Your organization offers an employees' retirement benefit program that is covered by the Employee Retirement Income Security Act of 1974. The administrative responsibility for enforcement of the Employee Retirement Income Security Act of 1974 is divided among three government agencies. Which one of the following is not a government agency that helps to enforce ERISA?

- A. FDIC
- B. Department of Labor
- C. IRS
- D. Pension Benefit Guaranty Corporation

Answer: A

NEW QUESTION 9

Your organization will be using the factor comparison technique in their evaluations of job performance. You need to communicate what the factor comparison technique accomplishes as you're the HR Professional for your organization. Which of the following best describes the factor comparison technique?

- A. Factor comparison is an evaluation technique that involves the ranking of each compensable factor of each job
- B. Factor comparison is an evaluation technique that involves the ranking of each compensable factor of each job
- C. A monetary value is assigned for each factor to determine its worth
- D. Based on performance, historical information, and value this approach determines the importance and value of each job
- E. Factor comparison is an evaluation technique that involves the ranking of each compensable factor of each job
- F. A monetary value is assigned for each factor to determine its worth
- G. Based on performance, historical information, and value this approach determines a bonus structure for each job
- H. Factor comparison is an evaluation technique that involves the ranking of each compensable factor of each job
- I. A monetary value is assigned for each factor to determine its worth
- J. Based on performance, historical information, and value this approach determines a pay rate for each job

Answer: D

NEW QUESTION 10

As an HR Professional, you are required to post an OSHA poster in a conspicuous place that is easily visible to employees. What OSHA poster lists each of the employee's rights?

- A. OSHA 3165 poster
- B. OSHA 5613 poster
- C. OSHA 5131 poster
- D. OSHA 3615 poster

Answer: A

NEW QUESTION 10

As a HR Professional you must be familiar with several different lawsuits and their affect on human resource practices today. This adverse impact lawsuit determined that discrimination need not be deliberate or observable to be real. Employees were segregated by race and were allowed to work only in the lowest paid position. What lawsuit is described?

- A. Griggs versus Duke Power, 1971
- B. Albemarle Paper versus Moody, 1975
- C. Washington versus Davis, 1976
- D. McDonnell Douglas Cor
- E. versus Green, 1973

Answer: A

NEW QUESTION 13

Robert is the HR Professional for a construction company. He's working with several site managers to communicate the requirements of OSHA reporting. Robert wants to convey the requirements of OSHA's reporting for work-related injuries. Which one of the following is the OSHA definition of a work-related injury?

- A. Any loss of life or limb resulting from an event in the work environment
- B. Any wound or damage to the body resulting from an event in the work environment
- C. Any physical damage to one's body resulting from an event in the work environment
- D. Any pain, suffering, or damage to a person as a result of working in an employee position

Answer: B

NEW QUESTION 15

You are a HR Professional for your organization. You and your supervisor are reviewing the EEO reporting requirements for your company to comply with the reports your firm should file. Which report is collected on odd-number of years from state and local governments?

- A. EEO-4 Report
- B. EEO-1 Report
- C. EEO-5 report
- D. EEO-3 Report

Answer: A

NEW QUESTION 16

As a HR Professional you must be familiar with several different lawsuits and their affect on human resource practices today. What did the Regents of the University of California versus Bakke lawsuit primarily accomplish?

- A. Universities could not use race as the reason to exclude an applicant to a college admissions program, but the university could use race as one of the reasons to include a person as an applicant to a college admissions progra
- B. Universities could not hire a person based solely on their rac
- C. Universities could not use race as a reason to not hirea person, but could use race as a reason to hire a perso
- D. Universities could not use race as a reason to include or to exclude a person from a college admissions progra

Answer: A

NEW QUESTION 21

There are seven stages of internal consulting that a HR Professional must be familiar with. Consider this scenario: Mark is a HR Professional for his organization. He is meeting with Tammy and Tammy's supervisor Eric to learn about a conflict between Tammy and Eric. Mark wants to understand both parties before addressing the scenario. Which of the seven stages is Mark, Tammy, and Eric participating in?

- A. Developing recommendations
- B. Implementing
- C. Exploring the situation
- D. Gaining agreement to the project plan

Answer: C

NEW QUESTION 25

As an HR Professional you should be familiar with the terminology, practices, and rules governing union-based strikes. An organization utilizes union labor and non-union labor in their operations. The union goes on a strike; so the organization shifts work to the non-union labor to offset the effects of the strike. If the union labor decides to picket the operations of the non-union labor, what term is assigned to this process?

- A. Double Breasting Picketing
- B. Common situs picketing
- C. Wildcat strikes
- D. Sympathy strike

Answer: A

NEW QUESTION 27

Yolanda is an HR Professional for her organization that has 250 employees. Yolanda is working with Thomas, a manager in the company. Thomas reports that Carrie, one of his staff members, will be leaving the organization for a leave absence due to a pregnancy issue. Thomas wants to know if he can terminate Carrie's employment because she won't be able to complete her work due to the pregnancy issue. What's the best answer for this scenario?

- A. Yolanda should tell Thomas that Carrie must return to work within 28 days or the organization can assume that Carrie has resigne
- B. Yolanda should tell Thomas that Carrie's employment can be terminated as pregnancy issues are not allowable time away from the organizatio
- C. Yolanda should tell Thomas that Carrie's employment can be terminated as the organization does not meet the Pregnancy Discrimination Act with 500 minimum employee
- D. Yolanda should tell Thomas that Carrie must be treated the same way as any othertemporarily disabled employe

Answer: D

NEW QUESTION 30

Jennifer is the HR Professional for her organization. Her supervisor, Dan, has asked Jennifer to find the Compa-ratio for Sam. Sam earns \$40,000 as a mechanic, but the midpoint for a mechanic is actually \$50,000. What is the Compa-ratio for Sam?

- A. -\$10,000
- B. 80 percent
- C. 125 percent
- D. \$10,000

Answer: B

NEW QUESTION 34

You have just hired a job candidate for a position in your company. You are now required by the Immigration and Control Act of 1986, to complete an employment eligibility form to verify the new employee's eligibility to work in the United States. Within how many days must you complete this form?

- A. 3 days
- B. 30 days
- C. 7 days
- D. 10 days

Answer: A

NEW QUESTION 37

Deal and Kennedy defined the four dimensions of organizational culture that you should be familiar with, as an HR Professional. What dimension of organizational culture is best defined by the hidden hierarchy of power?

- A. Culture network
- B. Joy

- C. Values
- D. Heroes

Answer: A

NEW QUESTION 42

As an HR Professional you must be familiar with the project management processes and the stakeholders of projects. All projects can map to the project management lifecycle. Which one of the following best describes the project management lifecycle?

- A. It is the aggregation of the nine knowledge areas of project management: integration management, scope, schedule, costs, quality, human resources, communication, risk, and procuremen
- B. It is the life of the management of the project -from initiation, planning, execution, controlling, through closin
- C. It is the life of a project to interact with all areas including scope, schedule, costs, quality, human resources, communication, risk, and procuremen
- D. It is a unique life of each project -from its initiation through its closin

Answer: B

NEW QUESTION 45

Robert is the HR Professional for his organization and he's speaking with the federation chairman about the labor and the direction of unions. What is a federation?

- A. A federation is a group of national union
- B. A federation is the same as a unio
- C. A federation is a union that has international member
- D. A federation is the governing body of a unio

Answer: A

NEW QUESTION 46

As a Senior HR Professional, you should be familiar with non-monetary rewards that your company provides for its employees. Which of the following is an example of non-monetary reward?

- A. Satisfaction from challenging and exciting assignments
- B. Esteem from working with other talented people
- C. Cash compensation
- D. On-site cafeteria

Answer: D

NEW QUESTION 48

If a union wants to organize, it typically moves through five steps to the organizing process. Which step of union organization would require the union to collect at least 30 percent of signed authorization cards from employees?

- A. Confirm interest
- B. The campaign
- C. Make a connection
- D. Obtain recognition

Answer: A

NEW QUESTION 53

There are seven stages of internal consulting that an HR Professional must be familiar with. Consider this scenario: Frances has developed an HR training plan for her organization. The plan is comprehensive, aggressive, and will provide organizational development for all levels of employees in the company. Frances is presenting her plan to her organization's management. What level of internal consulting is Fran participating in?

- A. Reviewing, transitioning, and evaluating the project
- B. Gaining agreement to the project plan
- C. Presenting the findings and recommendations
- D. Exploring the situation

Answer: B

NEW QUESTION 58

As an HR Professional, you should be familiar with OSHA rules, standards, and regulations. Should an organization violate an OSHA standard, there are often penalties that the employer must pay. What is the maximum fine an employer may face for a deliberate and intentional violation of an OSHA standard?

- A. \$100,000
- B. \$10,000
- C. \$50,000
- D. \$70,000

Answer: D

NEW QUESTION 62

As an HR Professional you must be familiar with several different lawsuits and their affect on human resource practices today. What legal case found that a test that has an adverse impact on a protected class is still lawful as long as the test can be shown to be valid and job related?

- A. Washington versus Davis, 1976
- B. Griggs versus Duke Power, 1971
- C. McDonnell Douglas Cor
- D. versus Green, 1973
- E. Albemarle Paper versus Moody, 1975

Answer: A

NEW QUESTION 66

Holly is the HR Professional for her organization and she's examining the type of exemptions for computer employees. What is the minimum rate that the computer employee must earn to be considered exempt?

- A. \$27.63 per hour
- B. \$17.03 per hour
- C. \$45.33 per hour
- D. \$31.23 perhour

Answer: A

NEW QUESTION 71

Which one of the following presents the seven stages of internal consulting in the correct order?

- A. Exploring the situation, Gathering data, analyzing, and identifying findings, Gathering agreement to the project plan, Developing recommendations, Implementing, Presenting the findings and recommendations, Reviewing, transitioning, and evaluating the projec
- B. Exploring the situation, Gathering agreement to the project plan, Gathering data, analyzing, and identifying findings, Presenting the findings and recommendations, Developing recommendations, Implementing, Reviewing, transitioning, and evaluating the projec
- C. Gathering agreement to the project plan, Exploring the situation, Gathering data, analyzing, and identifying findings, Developing recommendations, Presenting the findings and recommendations, Implementing, Reviewing, transitioning, and evaluating the projec
- D. Exploring the situation, Gathering agreement to the project plan, Gathering data, analyzing, and identifying findings, Developing recommendations, Presenting the findings andrecommendations, Implementing, Reviewing, transitioning, and evaluating the projec

Answer: D

NEW QUESTION 76

You are a HR Professional for your organization and your supervisor is asking you about the details of the Civil Rights Act of 1991, and what it means to your company. He wants to know what the total damages could be if an organization is found liable by a jury trial. What is the maximum amount that could be awarded to a victim of discrimination if the organization is found liable?

- A. There is no limited amount as the jury can determine damages
- B. \$50,000
- C. \$300,000
- D. \$500,000

Answer: C

NEW QUESTION 77

Your organization is using the whole job ranking technique as part of its non-quantitative job evaluation. Which one of the following best describes the whole job ranking technique?

- A. Jobs are ranked from lowest to highest according to the importance that each job hold
- B. Jobs are reviewed based on the entire performance of the organization in each categor
- C. Jobs are categorized into broad categories or level
- D. New jobs are categorized into an existing hierarchy of jobs within the organizatio

Answer: A

NEW QUESTION 81

Which of the following requires employers to pay social security tax for employees and to withhold the tax amount from employee paychecks?

- A. Fair Labor Standards Act (FLSA)
- B. Occupational Safety and Health Administration (OSHA)
- C. Federal Insurance Contributions Act (FICA)
- D. Employee Retirement Income Security Act (ERISA)

Answer: C

NEW QUESTION 86

You are the HR Professional for your organization. You're leading a presentation on equal employment opportunity terminology for your staff. Beth, a staff member, wants to know what a charge is -in regard to equal employment opportunity. What is a charge?

- A. A charge is the documentation of an alleged unlawful discriminatio
- B. A charge is an individual that has lodged a formal complaint to an agency that alleges unlawful discriminatio
- C. A charge is the evidence that unlawful discriminationhas occurre
- D. A charge is a formal complaint submitted to an agency that alleges unlawful discriminatio

Answer: D

NEW QUESTION 88

Mike is the HR Professional for his organization and he's documenting the relationship of contractors and employees in the organization. Mike is focusing on the control aspects as provided by the Internal Revenue Service. What aspect of the contractor control aspect is best described as how the business pays the worker?

- A. Behavioral control
- B. Contractual relationship
- C. Type of relationship
- D. Financial control

Answer: D

NEW QUESTION 89

John's organization has collected several applications for an employment position within his organization. The data collected from these applications must be kept secure and private, especially in light of the Privacy Act of what year?

- A. 1964
- B. 1968
- C. 1974
- D. 2007

Answer: C

NEW QUESTION 94

The Americans with Disabilities Act of 1990 identifies an individual with a disability, as a person who has one or more of the following characteristics except for which one?

- A. Has a record of such impairment that substantially limits one or more major life activities
- B. Is regarded as having such impairment that substantially limits one or more major life activities
- C. Is believed by employers that an individual having a physical or mental impairment substantially limits one or more major employment activities
- D. Has a physical or mental impairment that substantially limits one or more major life activities

Answer: C

NEW QUESTION 99

Your organization has decided to close one of the manufacturing plants, where it employs 250 employees. The closing is not a reflection of the employee's performance, but due to poor sales of the equipment the plant produces. What is the employer required to do for the employees in light of the plant closing?

- A. Offer a written notice of the plant closing at least 60 days prior to the closing date
- B. Offer the employees an opportunity to resign from their position with two week severance pay
- C. Offer the employees a transfer to other plants that will remain open
- D. Offer the employees a final performance assessment

Answer: A

NEW QUESTION 104

What act prohibits discrimination on the basis of physical and mental disabilities?

- A. ADEA of 1967
- B. Rehabilitation Act of 1973
- C. VEVRAA of 1974
- D. IRCA of 1986

Answer: B

NEW QUESTION 105

There are seven stages of internal consulting that a HR Professional must be familiar with. Which one of the following is not one of the seven stages of internal consulting?

- A. Exploring the situation
- B. Implementing
- C. Developing recommendations
- D. Executing the project plan

Answer: D

NEW QUESTION 106

As an HR Professional you should be familiar with OSHA forms for maintaining employee records. Which OSHA form is used to cover the what, how, when, where, and who or work-related injuries?

- A. Form 301
- B. Form 300
- C. Form 300A
- D. Form 3165

Answer: B

NEW QUESTION 111

Pauline is a HR Professional for her organization and she's meeting with the sales manager Jim. Jim wants to know if Randy, one of his sales people, is considered exempt or not because he's doing outside sales. Pauline tells Jim that there are just two qualifiers for Randy to be considered exempt in his role as an outside salesperson. The first is that Randy's primary duty must be making sales. What is the other consideration?

- A. Randy must earn all income from commissio
- B. Randy must not have a contract to complete sale
- C. Randy must be customarily engaged away from the employer's place of busines
- D. Randy must earn more than \$48,234 per yea

Answer: C

NEW QUESTION 114

As an HR Professional, you must be familiar with the collective bargaining agreements and the process that rights are given, contracts, and union and management cooperation. Consider an arbitration process between the management and the union. What term is assigned to the resolution of the disagreement, by an arbitrator's interpretation of the language of the contract?

- A. Resolution
- B. Interpretation
- C. Decision
- D. Outcome

Answer: C

NEW QUESTION 117

Your organization has 80 full-time employees. Management has recently informed you that they have sold their business and they'll be releasing all employees in the organization. Based on the Worker Adjustment and Retraining Notification Act of 1988, how many days must management give in writing to the employees of this organization before the mass layoff?

- A. 60 days
- B. 120 days
- C. Zero days
- D. 30 days

Answer: C

NEW QUESTION 121

As an HR Professional you need to be familiar with the Age Discrimination in Employment Act 1967. What is the maximum age this act applies to people?

- A. There is no age limit in the act
- B. 65
- C. 70
- D. 75

Answer: A

NEW QUESTION 124

The Federal Labor Standards Act is something that all HR Professionals should be familiar with. This act clearly defines four areas that affect all employees. Which one of the following is not one of the four areas of employment covered by this act?

- A. Commissions, royalties, and tips
- B. Overtime
- C. Record keeping
- D. Minimum wage

Answer: A

NEW QUESTION 126

Mathematical forecasting is also known as quantitative forecasting. Which one of the following statements best describes mathematical forecasting techniques?

- A. The predictor of future performance is risk analysis of possible outcome
- B. The best predictor of future performance is statistical analysis of past performance result
- C. The best predictor of future performance is structured reviews of current performanc
- D. The best predictor of future performance is past performanc

Answer: D

NEW QUESTION 131

OSHA has identified six standards that apply to almost all general industry employers. All of the following are standards as defined by OSHA that apply to employers except for which one?

- A. Emergency action plan standard
- B. Equity pay standard
- C. Exit routes standard
- D. Fire safety standard

Answer: B

NEW QUESTION 136

As an HR Professional you must address risk in the work place. There are two general categories of risk: pure risk and business risk. Which one of the following is an example of pure risk?

- A. Loss of investment
- B. Loss of life or limb
- C. Safety training for workers in construction
- D. Fines and penalties for breaking regulations

Answer: B

NEW QUESTION 141

Jan is the HR Professional for your organization. An employee within the organization has filed a charge with the EEOC that discrimination has been done by your organization against her. The EEOC has investigated the case and has found that there is no reasonable cause against your company. The person filing the charge, however, still believes that discrimination has occurred. How long does this person have, to file a lawsuit against your company?

- A. Once the EEOC has found that there is no reasonable cause, the complainant cannot file a lawsuit to su
- B. Once the EEOC has found that there is no reasonable cause, the complainant can still file a lawsuit within 30 days of the EEOC's finding
- C. Once the EEOC has found that there is no reasonable cause, the complainant can still file a lawsuit within 90 days of the EEOC's finding
- D. Once the EEOC has found that there is no reasonable cause, the complainant can still file a lawsuit within 180 days of the EEOC's finding

Answer: C

NEW QUESTION 146

Sally is an HR Professional for an organization and she's working with Holly another HR Professional. Holly is concerned with effectiveness of a new policy. Sally is concerned with the efficiency of the new policy. What is the difference between effectiveness and efficiency?

- A. These are the same values in human resource
- B. Efficiency is doing things righ
- C. Effectiveness is doing the right thing
- D. Efficiency is being effective when doing thing
- E. Effectiveness is doing the right things efficientl
- F. Efficiency is knowing what to d
- G. Effectiveness is doing what you know you shoul

Answer: B

NEW QUESTION 147

As an HR Professional, you must recognize and be aware of several pieces of legislation that affect your performance as an HR Professional. The National Labor Relations Board identified five categories of unfair labor practices. Which one of the following is not one of the five categories of unfair labor practices?

- A. To dominate or interfere with the formation or administration of a labor organizatio
- B. To refuse individuals to organize and meet for the potential labor union creation proces
- C. To interfere, restrain, or coerce employees in the exercise of their rights to engage in concerted or union activities or refrain from the
- D. To discriminate against employees for engaging in concerted or union activities or refraining from the

Answer: B

NEW QUESTION 148

You are a HR Professional for your organization and you're preparing your team for a series of interviews. You want the team to be familiar with the validity types you'll use and encourage in the series of interviews. One of the requirements for the open position is that the candidates are fluent in both English and Spanish. This is based on the high performers among current employees that have this trait. This is an example of what type of validity?

- A. Criterion-related validity
- B. Predictive validity
- C. Construct-related validity
- D. Content validity

Answer: A

NEW QUESTION 153

Gary is an HR Professional for his organization that has several federal contracts of \$100,000 or more. His organization, as required by VEVRAA, files what form by September 30 each year, which provides the details of the veterans employed by the federal contractor?

- A. Gary must file the EEO-VETS form
- B. Gary must file the VEVRAA ACT-1 report
- C. Gary must file the EEO-1 report
- D. Gary must file the VETS-100 form

Answer: D

NEW QUESTION 155

Which of the following are the key components of gainsharing? Each correct answer represents a complete solution. Choose three.

- A. The organization and the employees share the financial gain
- B. If goals for improvements are met, employees and managers share the success
- C. Managers and employees provide their part of salary for charity
- D. Employees and management work together for reviewing organizational performance

Answer: ABD

NEW QUESTION 159

Lucas has asked his manager to take time off from work because of a holiday his religion celebrates. Fran agrees but tells Lucas that he will be inspecting his project work to ensure that the work is accurate and not suffering because of the requested time off. This is an example of what?

- A. Perpetuating past discrimination
- B. Religious persecution in the workforce
- C. Quality control
- D. Disparate treatment

Answer: D

NEW QUESTION 162

Which of the following types of training evaluation measures whether the training had a positive impact on the bottom line?

- A. Result
- B. Reaction
- C. Learning
- D. Behavior

Answer: A

NEW QUESTION 164

As a HR Professional you must understand the laws and regulations, which affect employee compensation. Which of the following was the first to address sanitary working conditions?

- A. Walsh-Healey Public Contracts Act
- B. Portal-to-Portal Act
- C. Davis-Bacon Act
- D. Fair Labor Standards Act

Answer: A

NEW QUESTION 166

If a union wants to organize, it typically moves through five steps to the organizing process. Which one of the following is not one of the five stages of unionization of work force?

- A. The financing
- B. The campaign
- C. Obtaining recognition
- D. The election

Answer: A

NEW QUESTION 171

You are an HR Professional for your organization. You and your supervisor are reviewing the EEO reporting requirements for your company to comply with the reports your firm should file. Which EEO Report is a survey, collected every other year on even calendar years?

- A. EEO-4 Report
- B. EEO-5 Report
- C. EEO-3 Report
- D. EEO-1 Report

Answer: C

NEW QUESTION 172

Your organization is likely to be purchased by a competitor. The Management has asked you, in confidence, to complete environmental scanning to determine the effects of the purchase on your organization's culture, customers, and employees. What is environmental scanning?

- A. Environmental scanning is a review of the opportunities and threats that a condition may have on an organization
- B. Environmental scanning is the process of assessing the effects of an organization change on both macro and micro elements in an organization
- C. Environmental scanning is a review of the cultural achievability of a new project, organizational change, or market influence on at least three factors in an organization
- D. Environmental scanning is an internal review of an external catalyst

Answer: A

NEW QUESTION 174

Sally is an HR employee for her company. She is primarily interested in serving only in an organizational role where she focuses on creating HR policies and

procedures. What is the limitation Sally may subject herself to, if she focuses only on the organizational role?

- A. She'll only be involved in the organization's strategic planning effort
- B. She won't be involved in the organization's strategic planning or change effort
- C. Her organizational impact will be limited to identifying problems, creating policy initiatives, and launching HR program
- D. Her organizational impact will be limited to promoting employee performance

Answer: B

NEW QUESTION 175

Herb is the HR Professional for his organization. He is preparing to hire a new employee, Hans, to the firm. Herb has asked Hans to agree, in writing, to mandatory arbitration as part of the employment offer. What does this agreement mean?

- A. It means that Hans and the organization must settle all disputes, if any arise, through a neutral third party rather than through a lawsuit
- B. It means that Hans must file all legal complaints with the organization's attorney, before filing a lawsuit against the organization
- C. It means that Herb's firm can research Hans to determine if he's had any lawsuit
- D. It means that Hans cannot work for competitors without the written permission of the employer

Answer: A

NEW QUESTION 179

As a HR Professional you must understand the laws and regulations, which affect employee compensation. If a non-exempt employee works more than 40 hours per week, what is their overtime pay rate?

- A. 150 percent of their base pay
- B. It depends on the state where the employee is employed
- C. Non-exempt employees do not receive overtime pay
- D. 50 percent of their base pay

Answer: A

NEW QUESTION 182

Henry is the HR Professional for his organization and he's discussing the status of Amy's employment. Amy earns \$87,500 per year and receives a paycheck via direct deposit every two weeks. Amy was hired under the offer of a salary position, but she feels that she is working far more than the agreed 40 hours per week. Based on these scenarios, do you believe Amy is exempt or non-exempt?

- A. Amy is exempt because she is paid on a salary basis
- B. Amy is not exempt because she is working more than ten percent of her total agreed hours per week
- C. Amy is exempt because she earns more than \$1,000 per week
- D. Amy is not exempt because she is offered bonuses as part of her pay

Answer: A

NEW QUESTION 187

You are the HR Professional for your organization and you're completing a turnover analysis. You're considering that over the past year your organization has employed 1,238 employees and during that same period your organization has terminated 56 employees. Based on this information what is your organization's turnover for the past year?

- A. 56
- B. Significantly lower than average
- C. 22
- D. Moderately low

Answer: C

NEW QUESTION 189

Holly is an HR Professional for her organization and she's creating a new application for employee candidates. On Holly's application form which item is allowed?

- A. Race
- B. Gender
- C. Request for background check
- D. Sexual orientation

Answer: C

NEW QUESTION 190

All organizations need prevoyance, or planning, as a part of a manager's duty. As an HR Professional what is the primary purpose of planning?

- A. Directs the project team and staff to accomplish the project scope
- B. Establishes groundwork for the managers to achieve the goals of the organization
- C. Communicates the direction of the organization
- D. Establishes groundwork for the managers to achieve their goals

Answer: B

NEW QUESTION 195

Which of the following is a term used to describe efforts made by a downsizing company to help former employees through the transition to new jobs and help them re-orientate to the job market?

- A. Duty of diligence
- B. Exit interview
- C. Utility function
- D. Outplacement

Answer: D

NEW QUESTION 196

You are the HR Professional for your organization and you're working with the management to define the role of contractors versus employees in your organization. According to the Internal Revenue Service, there are three categories of control that help determine whether a person is a contractor or an employee. Which one of the following is not one of the three levels of control as defined by the IRS for employee versus contractor?

- A. Financial control
- B. Locale of work performed
- C. Behavioral control
- D. Type of relationship

Answer: B

NEW QUESTION 198

The Taft-Hartley Act, also known as the Labor Management Relations Act, addressed unions and engaged in certain types of secondary boycotts. What is a secondary boycott?

- A. It is an effort to convince others to stop doing business with a particular organization that is the subject of a primary boycott
- B. It is an effort to create more than one boycott on an organization, on two or more revenue stream
- C. It is two or more boycotts by two or more union-backed organizations against one company
- D. It is additional boycotts against companies that do business with a company which the union is boycotting

Answer: A

NEW QUESTION 201

Which of the following clause protects the employee's job and compensation in the event of a reorganization, acquisition, or merger, for a specified period of time?

- A. Termination clause
- B. Change of control
- C. Advice of counsel
- D. Disability or death

Answer: B

NEW QUESTION 203

Which of the following is the process of systematically determining a relative internal value of a job in an organization?

- A. Job evaluation
- B. Broadbanding
- C. SWOT Analysis
- D. Gainsharing

Answer: A

NEW QUESTION 208

You are the HR Professional for your organization. You are discussing the status of your company's employees to determine who may be considered nonexempt versus exempt. Which one of the following types of employees can never be considered exempted from overtime provisions?

- A. Administrative assistants
- B. Sales people
- C. Manual workers
- D. Managers

Answer: C

NEW QUESTION 212

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