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HRCA Associate Professional in Human Resources - International Sample Questions (Q52-Q57):

NEW QUESTION # 52

Which of the following is a key factor to consider when implementing an employee recognition program?

- A. Using informal chats to discuss recognition.
- B. Establishing rigid and inflexible criteria.
- **C. Ensuring the program aligns with company values and culture.**
- D. Offering the same reward to all employees regardless of performance.

Answer: C

Explanation:

Ensuring the program aligns with company values and culture is a key factor to consider when implementing an employee recognition program. This alignment ensures that the program is relevant and meaningful to employees and supports the organization's mission.

NEW QUESTION # 53

Which of the following types of interview methods allows for representation from multiple departments?

- A. Matrix
- **B. Panel**
- C. Structured
- D. Situational

Answer: B

Explanation:

Comprehensive and Detailed in Depth Explanation:

A panel interview involves multiple interviewers, often from different departments, who collectively assess a candidate. This method ensures diverse perspectives (e.g., HR, the hiring department, and other relevant teams) and is commonly used to evaluate candidates for roles that impact multiple areas of the organization.

* Option A (Matrix): This is not a standard interview method; it may refer to a matrix organizational structure.

* Option B (Structured): A structured interview uses a set list of questions but does not inherently involve multiple departments.

* Option C (Panel): Correct, as it involves interviewers from various departments.

Reference: aPHRi knowledge domain - Recruitment and Selection: Interview methods, including panel interviews.=====

NEW QUESTION # 54

An employee who reveals priority information has breached:

- A. General guidelines
- B. Organizational-culture
- **C. A non-disclosure agreement.**

Answer: C

Explanation:

Revealing proprietary information constitutes a breach of a non-disclosure agreement (NDA), which legally binds employees to maintain confidentiality about sensitive organizational information.

* Explanation of Other Options:

* A. General guidelines: Broad policies not specific to confidentiality.

* B. Organizational culture: Refers to shared values and norms, not legal requirements.

* SHRM - Attrition and Workforce Planning

* OSHA - Healthy Workspace Environmental Factors

* SHRM - Bereavement Policy Best Practices

* CIPD - Non-Disclosure Agreement Guidelines

References:

NEW QUESTION # 55

The process of evaluating results against established expectations is:

- A. Job analysis
- B. Gap analysis
- **C. Performance appraisal**
- D. Multirotor feedback

Answer: C

Explanation:

Definition of Performance Appraisal:

* Performance appraisal is a systematic process where employee performance is evaluated against pre-established expectations, such as goals, competencies, and job responsibilities.

Why Performance Appraisal is Correct:

* It provides a structured approach to assess results, offer feedback, and identify areas for improvement or recognition. This process directly compares outcomes to expectations.

Eliminating Incorrect Options:

* A. Gap analysis: Focuses on identifying gaps between current and desired performance at an organizational or process level.

* B. Job analysis: Analyzes job duties, not employee performance.

* D. Multirotor feedback: Refers to a feedback process involving multiple sources but does not inherently evaluate results against expectations.

International HR References:

* ISO 30414: Encourages structured performance evaluation systems.

* SHRM Performance Management Resources: Best practices for appraisals.

NEW QUESTION # 56

Which of the following describes the act of placing employees into suitable positions?

- A. Workforce planning
- B. Succession planning
- C. Job design
- **D. Job matching**

Answer: D

Explanation:

Job matching refers to the process of placing employees into positions that align with their skills, experience, and qualifications. This ensures that individuals are in roles where they can perform effectively and contribute to organizational goals.

* Explanation of Other Options:

* A. Job design: Refers to structuring or restructuring job roles, not placement.

* C. Workforce planning: Focuses on long-term staffing needs, not immediate placement.

* D. Succession planning: Prepares employees for future leadership roles, not general job placement.

NEW QUESTION # 57

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