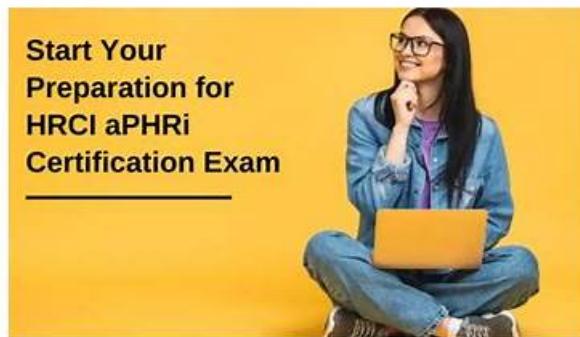


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HRCI Associate Professional in Human Resources - International Sample Questions (Q159-Q164):

NEW QUESTION # 159

When addressing both employee and employer rights concerning privacy and substance abuse, which factor should HR prioritize to ensure compliance and fairness?

- A. Rely on past practices rather than current laws for guidance.
- B. Focus on employer rights primarily in policy development.
- **C. Balance the need for a safe workplace with respect for employee privacy.**
- D. Prioritize cost savings over employee rights.

Answer: C

Explanation:

Balancing the need for a safe workplace with respect for employee privacy is crucial in addressing both employee and employer rights, ensuring that policies are fair and protect all parties involved.

NEW QUESTION # 160

Which of the following terms is used to describe working outside of the regular work location on a regular basis?

- A. Flex-time
- **B. Telecommuting**
- C. Job sharing
- D. Compressed schedule

Answer: B

Explanation:

Comprehensive and Detailed in Depth Explanation:

Telecommuting refers to a work arrangement where employees perform their job duties from a location outside the traditional office, such as from home, on a regular basis, often using technology to communicate with the workplace. This is a common practice in modern HR to support work-life balance and flexibility.

* Option A (Compressed schedule):This involves working the same number of hours in fewer days (e.g., a 40-hour week in 4 days), typically at the regular workplace, not outside it.

* Option B (Telecommuting):Correct, as it directly describes working outside the regular work location regularly.

* Option C (Job sharing):This is when two or more employees share the responsibilities of one full-time position, not necessarily related to location.

NEW QUESTION # 161

When confirming a candidate's personal and professional records, an organization may conduct a(n):

- A. Behavioral interview
- B. Resume screening
- **C. Background check**
- D. Employment investigation

Answer: C

Explanation:

Purpose of a Background Check:

* Background checks verify a candidate's personal and professional records, ensuring their qualifications, employment history, and

criminal records (if applicable) meet organizational standards.

Why Background Check is Correct:

* This process confirms the accuracy of the information provided by the candidate and minimizes risks to the organization.

Eliminating Incorrect Options:

* A. Resume screening: Involves reviewing resumes to shortlist candidates but does not confirm records.

* C. Behavioral interview: Evaluates behavioral traits, not factual records.

* D. Employment investigation: This term is less commonly used and may imply a deeper, often internal, investigation.

International HR References:

* FCRA (U.S.): Provides guidelines on conducting lawful background checks.

NEW QUESTION # 162

A company wants to understand employee satisfaction and engagement levels. Which data collection method should HR use to obtain quantitative data from a large number of employees?

- A. One-on-one meetings, where supervisors discuss performance with employees
- **B. Surveys, to obtain quantitative data from a large number of employees efficiently**
- C. Focus groups, to collect data through group discussions on various topics
- D. Peer observation, where employees observe and provide feedback on each other

Answer: B

Explanation:

Surveys are suitable for obtaining quantitative data from a large number of employees efficiently. They can be distributed widely and allow HR to collect measurable data on employee satisfaction and engagement.

NEW QUESTION # 163

Which of the following is found in a candidate database?

- A. Disciplinary actions
- B. Performance appraisals
- C. Benefit expectations
- **D. Job skills**

Answer: D

Explanation:

A candidate database is designed to store information pertinent to recruitment and selection. It includes:

* Job Skills: Key competencies and qualifications relevant to job roles, helping recruiters match candidates to positions.

* Explanation of Other Options:

* A. Disciplinary actions: These are internal records maintained post-hiring, not typically part of a candidate database.

* C. Benefit expectations: These are discussed during negotiations and not stored in a pre-hiring database.

* D. Performance appraisals: These are post-hiring evaluations, irrelevant to candidate databases.

References: SHRM: Candidate Database Best Practices.

CIPD: Talent Acquisition Guidelines.

NEW QUESTION # 164

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