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aPHRi Practice Test

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HRCI HR Associate Professional in Human Resources - International Certification Practice Exam

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HRCI Associate Professional in Human Resources - International Sample Questions (Q97-Q102):

NEW QUESTION # 97

A job evaluation that compares salary to external factors is known as:

- A. Market-based
- B. Content-based
- C. Pay grade
- D. Ranking

Answer: A

Explanation:

Comprehensive and Detailed in Depth Explanation:

Job evaluation is the process of determining the relative worth of jobs within an organization to establish fair pay structures. A market-based job evaluation compares the salary of a position to external market data (e.g., industry benchmarks) to ensure competitiveness.

* Option A (Ranking): The ranking method involves ordering jobs from highest to lowest value within the organization, not comparing to external factors.

* Option B (Pay grade): Pay grades are salary ranges assigned to jobs, not a method of evaluation.

* Option C (Market-based): Correct, as this method directly compares salaries to external market rates to determine job value.

Reference: aPHRi knowledge domain - Compensation and Benefits: Job evaluation methods, including market-based approaches.=====

NEW QUESTION # 98

A layout benefit commonly offered by an organization is:

- A. Corporate membership
- B. Medical insurance
- C. Outplacement services
- D. Individual counseling

Answer: C

NEW QUESTION # 99

An organization wants to ensure its progressive discipline process is fair and transparent. What key element should HR include to achieve this goal?

- A. Implementing a process for employees to appeal disciplinary actions
- B. Conducting regular reviews of the discipline policy for improvements
- C. Creating a detailed employee handbook outlining the discipline process
- D. Ensuring that all disciplinary actions are documented and communicated clearly

Answer: A

Explanation:

Ensuring that all disciplinary actions are documented and communicated clearly is key to a fair and transparent progressive discipline process. This helps employees understand the process, expectations, and consequences, fostering a just workplace environment.

NEW QUESTION # 100

The final step in the recruitment process is called a job:

- A. Offer
- B. Interview
- C. Preview
- D. Validation

Answer: A

Explanation:

Comprehensive and Detailed in Depth Explanation:

The recruitment process typically follows these steps: job analysis, sourcing, screening, interviewing, selection, and finally, making a job offer. The job offer is the final step, where the selected candidate is formally offered the position, often with details on salary, benefits, and start date.

* Option A (Offer): Correct, as it is the last step in recruitment, formalizing the hiring decision.

* Option B (Preview): This is not a standard term in recruitment; it may refer to a job preview, which occurs earlier.

* Option C (Interview): Interviewing occurs earlier in the process, before selection.

Reference: aPHRi knowledge domain - Recruitment and Selection: Steps in the recruitment process, culminating in the job offer.

NEW QUESTION # 101

Tom is reviewing job descriptions to ensure they reflect current duties and expectations. What is a critical step he should not overlook?

- A. Checking for legal compliance
- B. Comparing with industry standards
- C. Gathering employee input
- D. Reviewing with HR team

Answer: C

Explanation:

Gathering employee input is a critical step in reviewing job descriptions. Employees who are currently performing the job can provide valuable insights into the actual duties and responsibilities, ensuring that the job description accurately reflects the role.

NEW QUESTION # 102

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