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Questions & Answers PDF

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Question: 1

Which benefit helps employees save money on healthcare expenses by allowing them to set aside pre-tax funds?

Response:

- A. Health Savings Account (HSA)
- B. Life Insurance
- C. Disability Insurance
- D. Vision Coverage

Answer: A

Question: 2

Which type of development focuses on helping employees adapt to new roles or responsibilities within the organization?

Response:

- A. Career Development
- B. Leadership Development
- C. Onboarding
- D. Succession Planning

Answer: A

Question: 3

What type of training focuses on ensuring employees comply with industry regulations and company policies?

Response:

- A. Soft Skills Training
- B. Diversity Training
- C. Compliance Training
- D. Technical Training

Answer: C

Question: 4

What is the role of an HRIS (Human Resources Information System) in HR operations?

Response:

- A. Conducting employee performance appraisals
- B. Managing employee training programs
- C. Storing and managing HR-related data and information
- D. Developing employee compensation strategies

Answer: C

Question: 5

In employee relations, what does the term "whistleblowing" refer to?

Response:

- A. Encouraging team-building activities
- B. Reporting unethical behavior within the organization
- C. Conducting exit interviews
- D. Negotiating labor union contracts

Answer: B

Question: 6

Which type of training focuses on improving employees' interpersonal skills and teamwork?

Response:

- A. Technical Training
- B. Compliance Training
- C. Diversity Training
- D. Soft Skills Training

Answer: D

Question: 7

Which HR process involves identifying and preparing employees to potentially fill key positions in the organization?

Response:

- A. Talent Acquisition
- B. Succession Planning
- C. Performance Management
- D. Compensation Planning

Answer: B

Question: 8

Which employment law prohibits discrimination based on race, color, religion, sex, or national origin in the United States?

Response:

- A. Americans with Disabilities Act (ADA)
- B. Family and Medical Leave Act (FMLA)
- C. Civil Rights Act of 1964
- D. Occupational Safety and Health Act (OSHA)

Answer: C

Question: 9

What process involves matching employee skills with job requirements to ensure the right person is in the right role?

Response:

- A. Performance Appraisal
- B. Job Analysis
- C. Succession Planning
- D. Job Matching

Answer: B

Question: 10

What is the term for the process of evaluating job applicants' skills, knowledge, and suitability for a position?

Response:

- A. Job Analysis

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- B. Performance Appraisal
 - C. Onboarding
 - D. Selection

Answer: D



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