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QUESTION 1

You are the HR Professional for your organization and you have been asked to hire a project manager. The average market salary for the project management position, you have available is \$87,500. Which one of the following salaries would be indicative of lagging the market?

- A. \$79,000
- B. \$101,000
- C. \$87,500
- D. \$88,000

Correct Answer: A

Lagging the market means the organization pays less than the market norm. The best answer is \$79,000 as it\\'s below the stated norm for the project management position. Answer option C is incorrect. This value would be matching the market. Answer option D is incorrect. This answer would be leading the market. Answer option B is incorrect. This answer would be leading the market, by a significant amount.

QUESTION 2

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 program.
- B. Universities could not hire a person based solely on their race.
- C. Universities could not use race as a reason to not hire a person, but could use race as a reason to hire a person.
- D. Universities could not use race as a reason to include or to exclude a person from a college admissions program.

Correct Answer: A

The Regents of the University of California versus Bakke lawsuit, barred race as the sole criteria for excluding an applicant from consideration to an admissions program, but did allow race to be one of the factors for admission to the program. Answer options B, C, and D are incorrect. These are not valid definitions of University of California versus Bakke lawsuit.

QUESTION 3

Beth is a HR Professional for her organization and she\\'s discussing the risk of growing her organization\\'s business. What is risk and why would it be considered in HR for organizational growth?

A. Risk is an uncertain event or condition that may help or hinder an organization. Adding employees can help positive risks or amplify negative risk events.

B. Risk is an adverse event that can halt, hinder, or hurt the objectives of a business.

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- C. Risk is a negative event that an organization must consider when adding new employees to grow a company.
- D. Risk is an uncertain event or condition that can have a positive or negative effect on the goals of an organization.

Correct Answer: A

Risk is uncertain - and in uncertainty lies opportunity. When an organization looks to grow and new employees may be added to the business,

new employees can bring risk to the organization\\'s operations, goals, and endeavors. Answer option D is incorrect. This is a correct definition of risk, but it does not address the human resource-related risk events.

Answer option B is incorrect. Risk can be positive or negative, not just adverse. Answer option C is incorrect. Risk isn\\'t always negative. Risk can be positive or negative.

QUESTION 4

COBRA, the Consolidated Omnibus Budget Reconciliation Act, requires some organizations to offer continuation of group health care coverage to employees and family members based on certain qualifying events. How many employees must exist within an organization for COBRA requirements to be enforced?

A. 20

B. 100

C. 50

D. 10

Correct Answer: A

Consolidated Omnibus Budget Reconciliation Act (COBRA) requires all organizations with 20 or more employees to participate. Answer options D, C, and B are incorrect. Organizations with less than 20 employees are not required to participate in COBRA. The value for participation is 20 employees or more.

QUESTION 5

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

Correct Answer: B

Form 300 is OSHA\\'s form that employers can use as a log book to document the how, what, when, where, and who of work-related injuries. The employer is obligated to complete this form within seven days of learning of a work-related injury. Answer option A is incorrect. OSHA form 301 is a form for work-related injuries or illnesses incidents. This form is



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to be kept by the employer for a minimum of five years following the year in which the incident occurred. Answer option C is incorrect. OSHA form 300A is used to record a numeric summary of all work-related injuries that have occurred in a work environment over the past year. The worksheet defines the incident, the number of employees affected, and the type of injuries and illness. Answer option D is incorrect. There\\'s isn\\'t a Form 3165, but there is 3165 Poster that defines employees\\' rights under OSHA.

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