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QUESTION 1

Henry is the HR Professional for his organization and he's discussing the status of Amy's employment. Amy earns \$87,500 per year and receives a paycheck via direct deposit every two weeks. Amy was hired under the offer of a salary position, but she feels that she is working far more than the agreed 40 hours per week. Based on these scenarios, do you believe Amy is exempt or non-exempt?

- A. Amy is exempt because she is paid on a salary basis.
- B. Amy is not exempt because she is working more than ten percent of her total agreed hours per week.
- C. Amy is exempt because she earns more than \$1,000 per week.
- D. Amy is not exempt because she is offered bonuses as part of her pay.

Correct Answer: A

An exempt employee is someone who is paid on a salary basis and earns more than \$455 per week. As the question states, Amy was hired under the offer of a salary. Answer option C is incorrect. While Amy does earn more than \$1,000 per

week, this doesn't automatically qualify her as exempt.

Answer option D is incorrect. Bonuses do not automatically qualify someone as non-exempt. Answer option B is incorrect. The question doesn't tell how much additional hours Amy is actually working so this isn't a good choice. The amount of

hours a person works doesn't directly affect their exempt or non-exempt status.

QUESTION 2

An organization would like to hire a 15-year old for some duties in their business. Which one of the following rules would be breaking the requirements of the child labor provisions of the FLSA?

- A. Non-school hours only
- B. 4 hours per school day
- C. 8 hours in a non-school day
- D. 18 hours per school week

Correct Answer: B

Employers are only allowed to employ 15 year olds, a maximum of three hours per school day, not more.

Answer option A is incorrect. A 15-year old may work only in non-school hours. Answer option C is incorrect. A 15-year old may work no more than eight hours on a non-school day. Answer option D is incorrect. The maximum a 15-year old

may work is 18 hours per school week.

QUESTION 3

As an HR Professional you should be familiar with the terminology, practices, and rules governing unions and management in the bargaining process. There are three primary types of bargaining that management and unions participate in. Which one of the following bargaining types aims to generate a variety of options before settling on one?

- A. Distributive bargaining
- B. Good faith bargaining
- C. Integrative bargaining
- D. Interest-based bargaining

Correct Answer: D

Interest-based bargaining focuses on interests rather than positions, and it separates people from the problem. This type of bargaining is done in co-operation between the two parties. Interest-based bargaining aims to create many possible solutions before settling on just one. Answer option A is incorrect. Distributive bargaining happens when each side sets their case and then does their best to stick to their objectives. Distributive bargaining is combative, adversarial, and can corrode management-labor relationships. Answer option C is incorrect. Integrative bargaining describes the process of examining issues as a whole, rather than one at a time. Integrative bargaining looks for a win-win for both sides of the disagreement. Answer option B is incorrect. Good faith bargaining is not a bargaining type, but a description of the process both sides should go into the bargaining process with.

QUESTION 4

Robert is the HR Professional for a construction company. He's working with several site managers to communicate the requirements of OSHA reporting. Robert wants to convey the requirements of OSHA's reporting for work-related injuries. Which one of the following is the OSHA definition of a work-related injury?

- A. Any loss of life or limb resulting from an event in the work environment.
- B. Any wound or damage to the body resulting from an event in the work environment.
- C. Any physical damage to one's body resulting from an event in the work environment.
- D. Any pain, suffering, or damage to a person as a result of working in an employee position.

Correct Answer: B

OSHA's definition of a work related injury is broad and defined as "any wound or damage to the body resulting from an event in the work environment." Answer option A is incorrect. OSHA covers more injuries than just the loss of life or limb.

Answer option C is incorrect. While this statement is in the spirit of OSHA requirements, it is not the exact definition from OSHA.

Answer option D is incorrect. OSHA doesn't use the terminology of pain, suffering, or damage, but rather defines wounds and damage.

QUESTION 5

As an HR Professional, you must recognize and be aware of several pieces of legislation that affect your performance as an HR Professional. The National Labor Relations Board identified five categories of unfair labor practices. Which one of the following is not one of the five categories of unfair labor practices?

- A. To dominate or interfere with the formation or administration of a labor organization.
- B. To refuse individuals to organize and meet for the potential labor union creation process.
- C. To interfere, restrain, or coerce employees in the exercise of their rights to engage in concerted or union activities or refrain from them.
- D. To discriminate against employees for engaging in concerted or union activities or refraining from them.

Correct Answer: B

The employer is not obligated to provide meeting facilities to employees wishing to create a labor union. Answer options C, A, and D are incorrect. These are among the five unfair labor practices.

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