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QUESTION 1

You are the HR Professional for your organization and you're working with the management to define the role of contractors versus employees in your organization. According to the Internal Revenue Service, there are three categories of control that help determine whether a person is a contractor or an employee. Which one of the following is not one of the three levels of control as defined by the IRS for employee versus contractor?

- A. Financial control
- B. Locale of work performed
- C. Behavioral control
- D. Type of relationship

Correct Answer: B

The locale of the work performed is not one of the three levels of control as defined by the IRS. The three levels are: Behavioral control, financial control, and the type of relationship. Answer option C is incorrect. Behavioral control defines

who does the work, who controls the work, who directs the work, and how each action is done. Organizations train employees to perform services in a particular manner, while independent contractors determine their own methods. Answer

option A is incorrect. Financial control defines whether the business has a right to control the financial business aspects of the worker's job. The business aspects are as follows:

The extent to which the worker makes services available to the relevant market versus a single business

How the worker is paid

The extent to which the business expenses are not reimbursed The extent of investment made by the worker in the business Answer option D is incorrect. The type of relationship should be defined in the written contract, assuming one exists,

between the person and the organization.

QUESTION 2

Mike is the HR Professional for his organization and he's documenting the relationship of contractors and employees in the organization. Mike is focusing on the control aspects as provided by the Internal Revenue Service. What aspect of the contractor control aspect is best described as how the business pays the worker?

- A. Behavioral control
- B. Contractual relationship
- C. Type of relationship
- D. Financial control

Correct Answer: D



How the organization pays the worker is defined as a financial control for the individual. This affects the decision and determination that the person may be an employee and not a contractor. Answer option A is incorrect. Behavioral control

defines who does the work, who controls the work, who directs the work, and how each action is done.

Answer option C is incorrect. The type of relationship should be defined in the written contract, assuming one exists, between the person and the organization. Answer option B is incorrect. There is not a control aspect called "contractual relationship" as provided by the IRS so this choice is not valid.

QUESTION 3

You are a HR Professional for your organization and your supervisor is asking you about the details of the Civil Rights Act of 1991, and what it means to your company. He wants to know what the total damages could be if an organization is found liable by a jury trial. What is the maximum amount that could be awarded to a victim of discrimination if the organization is found liable?

- A. There is no limited amount as the jury can determine damages
- B. \$50,000
- C. \$300,000
- D. \$500,000

Correct Answer: C

The maximum amount that can be awarded is \$300,000. This amount, however, can be lowered based on the number of people involved in the discrimination lawsuit. Answer options B, D, and A are incorrect. The maximum amount allowed by the Civil Rights Act of 1991, is \$300,000.

QUESTION 4

John is the HR Professional for his organization. He is interviewing Sally for a sales position and he has asked Sally to provide an instance of how she worked with a tough customer in the past, how Sally resolved the situation, and what the outcome of the experience was. This is what type of interviewing technique?

- A. Prescreen interview
- B. Behavior-based interview
- C. Directive interview
- D. Stress interview

Correct Answer: B

This is a classical example of the behavior-based interview. Sally will need to tell a story to John about her past experiences with a difficult customer and what the outcome of the situation was. Answer option D is incorrect. A stress interview

deliberately creates a stressful environment to test the candidate's response in the stress.



Answer option A is incorrect. A prescreen interview is used to determine which candidates qualify for the job requirements and to make decisions if additional interviews are needed. Answer option C is incorrect. A directive interview is where

the HR Professional controls the interview process through a predefined set of questions for all interviewees.

QUESTION 5

Sally is an HR Professional for an organization and she's working with Holly another HR Professional. Holly is concerned with effectiveness of a new policy. Sally is concerned with the efficiency of the new policy. What is the difference between effectiveness and efficiency?

- A. These are the same values in human resources.
- B. Efficiency is doing things right. Effectiveness is doing the right things.
- C. Efficiency is being effective when doing things. Effectiveness is doing the right things efficiently.
- D. Efficiency is knowing what to do. Effectiveness is doing what you know you should.

Correct Answer: B

HR Professionals want to be both effective and efficient, but there is a difference. Efficiency is doing things right. Effectiveness is doing the right things. Answer option A is incorrect. Efficiency and effectiveness are not synonymous. Answer option C is incorrect. Efficiency is the correct action to complete a task or policy. Effectiveness is doing the correct task or policy for the organization. Answer option D is incorrect. Just knowing what to do is not enough. You must know what to do, do the right things, and do these things correctly.

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