

SUPPLY SPECIALIST
Selection Process I.D. #
3110/0421
EXAMINATION PLAN

WRITTEN EXAMINATION

Multiple choice – 50 items

Weight = 100%

Pass = 70% or better

Time Limit = 1.5 hours

Hand-held calculators permitted

CONTENT AREA	# OF ITEMS	PERCENTAGE
1. Storekeeping Practices (1 – 14)	14	28
2. Storekeeping Terminology (15 – 27)	13	26
3. Inventory/Recordkeeping (28 - 33)	6	12
4. Safety Principles (34 – 36)	3	6
5. Practical Math (37 – 46)	10	20
6. Interpersonal and User Contract Principles (47 – 50)	<u>4</u>	<u>8</u>
TOTAL	50	100%

Reference Sources:

Datex website - Supply Chain Resources, Warehouse Dictionary – www.datexcorp.com

Industrial Commission of Arizona website - Workers' Compensation Information for the Injured Worker (2020) - <https://www.azica.gov/>

Inventory Ops website – Topics: Warehouse optimization, Receiving and Storekeeping Terminology - <https://www.inventoryops.com/index.htm>

The Balance Small Business website - Topics: Supply Chain Basics; Inventory turnover; How to properly receive merchandise; Inventory control; Stockroom Organization; Warehouse terminology - <https://www.thebalancesmb.com/inventory-4161580>

United States Postal Service website – Shipping – www.usps.com

US Department of Labor, Occupational Safety & Health Administration website - Topics Regulations, Safety Publications, Back Injury Prevention, Safe Use of Hand Trucks - <https://www.osha.gov/>

Accounting For Management – Inventory and Material Cost Control - <https://www.accountingformanagement.org/>

This examination consists of 50 multiple choice questions. All questions are equally weighted.