

- ▶ HELPING YOU ACHIEVE YOUR TESTING GOALS....1
- ▶ SAMPLE TEST....2
- ▶ CONTACT INFO & NOTES....6

Testing Guide

WAYNE COUNTY DEPARTMENT OF
PERSONNEL/HUMAN RESOURCES

REIMAGINE YOUR CAREER!

Helping You Achieve Your Testing Goals

This guide is for the **Storekeeper** exam. The test itself is 80 questions and you will have 90 minutes to complete the test. You may use calculators provided by the computer desktop or actual calculators (we have a few to provide if needed).

- Please keep your phones on silent.
- Restrooms are available at any time in the lobby.

Alert the testing facilitator if you receive an emergency call or need to leave the room. Be aware of the time remaining on your exam.

You will receive the results of your test via mail.

- If you pass your name will be forwarded to the departments with the vacancies for any type of interviews/etc.
- If you fail, you can reapply and be scheduled to retake the exam.



If reasonable accommodation is needed to participate in the job application, exam or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact the Wayne County Department of Personnel/Human Resources at 313-224-5901 or via email at hrexam@waynecounty.com. Hearing or speech impaired persons using TDD's or similar devices may contact the Michigan Relay Center, toll free at (800) 6493777 or 711 to communicate directly with the Department of Personnel/Human Resources during regular working hours.

TEST PREPARATIONS

Please give yourself a few minutes to review the instructions. If you have any questions, please notify the testing facilitator. Do not use the *Back*, *Forward*, or *Refresh* buttons to navigate within the test. You may end the session whenever you like by clicking the *End Test* button; your progress up to that point will be recorded, but you will not be able to resume the test. Also, you may review the job description for additional content information.

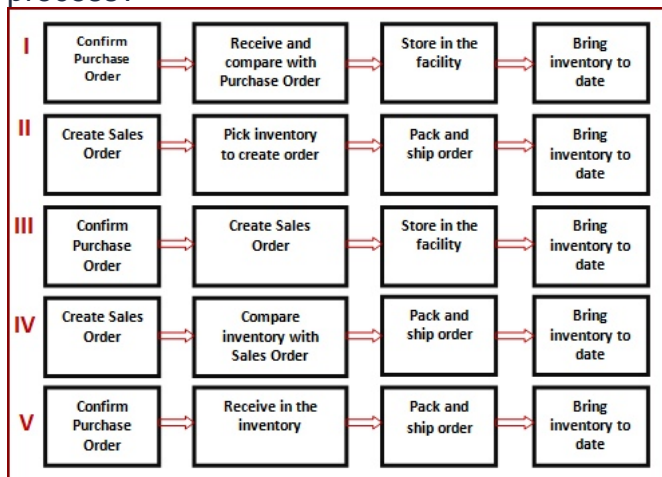


Samantha received a task from her warehouse manager, George. He gave her an order form and instructed her to gather all of the items mentioned on the form and then pack them to be sent to the customer. Which of the following areas of the warehouse should Samantha go to, in order to perform her task?

Select the single best answer:

- ☐ A. bulk storage area
- ☐ B. open area
- ☐ C. high-rack storage area
- ☒ D. picking area
- ☐ E. shelf storage area

Tom is a warehouse manager who must define the processes that make the facility run smoothly. He separates these processes into inbound inventory and outbound inventory categories. Which of the numbered flow charts below represents the inbound inventory process?



Select the single best answer:

- ☒ A. I
- ☐ B. II
- ☐ C. III
- ☐ D. IV
- ☐ E. V

Most modern warehouses have recycling programs that promote "green" operations by reusing certain materials and reducing energy consumption. Which of the following is the most frequently recycled material in a warehouse?

Select the single best answer:

- ☐ A. wooden pallets
- ☐ B. plastic totes
- ☐ C. scrap metal
- ☐ D. product bins
- ☒ E. packaging material

Which of the following options corresponds to a key principle of improving material handling?

Select the single best answer:

- ☐ A. Gravity is an expensive resource.
- ☐ B. Standardization increases cost.
- ☐ C. There is no relationship between stock and flow.
- ☐ D. Using pallets is the most efficient way to handle goods.
- ☒ E. Store the most frequently picked items in the most accessible locations.



Which of the following statements correctly describes the final stock X at the end of period 6?

Week	1	2	3	4	5	6
Initial Stock	205					
Production	300	210	121	199	333	280
Sales	330	201	245	246	318	305
Final Stock						X

Select the single best answer:

- ☒ A. $X = 3$ units left
- ☐ B. $X = 3$ units missing
- ☐ C. $X = 25$ units left
- ☐ D. $X = 305$ units missing
- ☐ E. $X = 0$ units

A company has 10 days of supply and the annual usage is 12,000 units. Consider that the year has 240 business days. What is the number of units on hand?

Select the single best answer:

- ☐ A. 120 units on hand
- ☐ B. 24 units on hand
- ☒ C. 500 units on hand
- ☐ D. 50 units on hand
- ☐ E. 5 units on hand

The table below shows details from Order Number 3390. How many items with a UPC code of 323457689975 were packed?

Product	UPC Code	Location	Quantity ordered	Quantity packed
Paper - Grey	454576890577	N5	12	16
Bobbins	573456789012	M11	4	4
Paper - Green	567854323341	A3	24	24
UTP Cable	876543253446	F5	3	3
Paper - Red	543674344442	K6	9	9
Paper - Blue	323457689975	A3	16	12
Pencils - Grey	674455454454	N5	6	23

Select the single best answer:

- ☐ A. 3
- ☐ B. 4
- ☐ C. 9
- ☒ D. 12
- ☐ E. 16

A decorative ribbon of 5 feet is to be cut into pieces of 2.5 inches. Select from the options below the number of the pieces.

Select the single best answer:

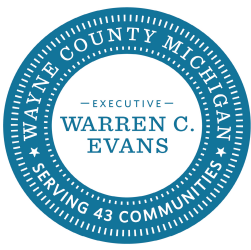
- ☐ A. 18
- ☐ B. 19
- ☐ C. 25
- ☒ D. 24
- ☐ E. 21

Select the correct result from the list below.

$$91.789 + 12.356 =$$

Select the single best answer:

- ☒ A. 104.145
- ☐ B. 112.675
- ☐ C. 345.005
- ☐ D. 167.895
- ☐ E. 103.545



Evaluate the expression below and select the correct result.

$$109,255 - 209,199 + 456,783 =$$

Select the single best answer:

- ☒ A. 356,839
- ☐ B. -356,839
- ☐ C. 525,231
- ☐ D. -525,231
- ☐ E. 623,595

The report below lists the products currently in stock in your retail store. If your store policy states that a minimum of 5 units of each product should be kept in stock, how many of the products on this list must be replenished?

ITEM #	DESCRIPTION	Category	UNIT PRICE	QTY in STOCK
A14	Chicken	Food	\$6.99	7.00
AS10	Bread	Food	\$3.89	6.00
AR10	Mineral Water	Beverage	\$25.99	4.00
AA42	Orange Juice	Beverage	\$5.99	4.00
MA51	Butter	Food	\$7.99	10.00
AA42	Apple Juice	Beverage	\$3.99	8.00
A514	Beer	Beverage	\$6.99	6.00
R89	Milk	Beverage	\$10.78	4.00
UK-567	Coffee	Other	\$4.78	2.00

Select the single best answer:

- ☐ A. 0
- ☐ B. 1
- ☐ C. 2
- ☐ D. 3
- ☒ E. 4

After a physical inventory was taken in your retail store, the report below was created. Which of the following products has the greatest shortage?

ITEM #	DESCRIPTION	Category	UNIT PRICE	QTY in STOCK	QTY in HAND
A14	Chicken	Food	\$6.99	7.00	7.00
AS10	Bread	Food	\$3.89	6.00	6.00
AR10	Mineral Water	Beverage	\$25.99	4.00	3.00
AA42	Orange Juice	Beverage	\$5.99	4.00	6.00
MA51	Butter	Food	\$7.99	10.00	10.00
AA42	Apple Juice	Beverage	\$3.99	8.00	8.00
A514	Beer	Beverage	\$6.99	6.00	9.00
R89	Milk	Beverage	\$10.78	12.00	12.00
UK-567	Coffee	Other	\$4.78	2.00	2.00

Select the single best answer:

- ☐ A. orange juice
- ☐ B. butter
- ☐ C. apple juice
- ☒ D. beer
- ☐ E. milk

Jim is a forklift operator who works in a distribution warehouse. Which of the following tasks is the most important operation connected with safety that Jim must perform every day?

Select the single best answer:

- ☐ A. rechecking the location of the pallets after transporting them
- ☐ B. announcing his lunch break
- ☒ C. conducting a thorough daily inspection of the forklift
- ☐ D. increasing his work performance
- ☐ E. ensuring good communication with the team



Which of the following actions is the most important safety measure for workers to take in warehouses with machine traffic?

Select the single best answer:

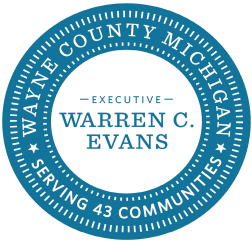
- ☐ A. blowing horns at certain intervals
- ☒ B. wearing reflecting equipment
- ☐ C. announcing their presence in a loud voice
- ☐ D. obeying the traffic signs
- ☐ E. none of the above

Based on the Lacrosse Jewelry analysis below, how many rings were in stock at the end of the third quarter?

Lacrosse Jewelry Inventory/Cost of Goods Sold Analysis 3rd Quarter 2010					
	Rings	Bracelets	Watches	Necklaces	Total
Inventory unit analysis:					
Number of units in inventory—beginning of period	250	100	300	75	725
Purchases	125	85	100	200	510
Units available for sale	375	185	400	275	1,235
Units sold	304	146	384	246	1,080
Number of units in inventory—end of period	71	39	16	29	155
Cost of goods sold analysis:					
Beginning inventory	\$ 250,000	\$ 30,000	\$ 300,000	\$ 37,500	\$ 617,500
Add: purchases	\$ 125,000	\$ 25,500	\$ 100,000	\$ 100,000	\$ 350,500
Cost of goods available for sale	\$ 375,000	\$ 55,500	\$ 400,000	\$ 137,500	\$ 968,000
Less: ending inventory	\$ 71,000	\$ 11,700	\$ 16,000	\$ 14,500	\$ 113,200
Total cost of goods sold	\$ 304,000	\$ 43,800	\$ 384,000	\$ 123,000	\$ 854,800

Select the single best answer:

- ☐ A. 250
- ☐ B. 125
- ☐ C. 375
- ☐ D. 304
- ☒ E. 71



Notes