

HUMAN RESOURCE MANAGEMENT (535)

REGIONAL – 2015

FINAL

TOTAL POINTS _____ (160)

Failure to adhere to any of the following rules will result in disqualification:

- 1. Contestant must hand in this test booklet and all printouts. Failure to do so will result in disqualification.**
- 2. No equipment, supplies, or materials other than those specified for this event are allowed in the testing area. No previous BPA tests and/or sample tests or facsimile (handwritten, photocopied, or keyed) are allowed in the testing area.**
- 3. Electronic devices will be monitored according to ACT standards.**

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Case Study

David, an employee in the Finance Department, has recently completed a 12-month tour of duty and returned to civilian status. Prior to this tour of duty, he was employed by Professional Business Associates for over three years.

What steps does David need to take in order to return to his position at Professional Business Associates? Use the guidelines in the Human Resource Manual to formulate your response.

Note:

You may use the Human Resource Manual for Professional Business Associates to assist you in your research and preparation.