

MOCK TEST

Job role Name: Inventory Clerk

Time: 63 Minutes

QP Code: LSC/Q2108

NSQF Level: 3

SECTION - A

Theory Assessment

NOS 1 - LSC/N2105

- 1 Why it is important for Inventory clerk to to obtain and keep the list of stored items? (2 marks)
 - a) To record it in the financial statements only
 - b) Part of a routine process only
 - c) To check the stored items for avoiding under stocking and overstocking.
 - d) To order the same quantity again

- 2 _____ is a scan able bar code to help vendors automatically track the movement of inventory (2 marks)
 - a) Share-keeping unit (SKU)
 - b) Structure-keeping unit (SKU)
 - c) Stock-keeping unit (SKU)
 - d) Speed-keeping unit (SKU)

- 3 What is buffer inventory? (2 marks)
 - a) The stock that is over and above the currently needed supply to meet the uncertainties
 - b) Adequate stock sufficient to fulfil the current demand
 - c) Under stocking condition
 - d) Stock which is kept for reserve

- 4 Which MHE is used to transport loads over variable paths within a restricted area and where there is insufficient flow volume ? (3 marks)
 - a) Crane
 - b) Conveyors
 - c) Manual Handling Equipment
 - d) Yard Ramp

- 5 Which of the following action will you take in order to ensure material handling equipment are in good working condition? (4 marks)
 - a) check cleanliness of equipment
 - b) Inspect overall functioning of equipment
 - c) check who is using the equipment
 - d) inspect the inventory area and its floor

- 6 You are assigned work to check stability of all the racks in the warehouse ,while checking you found out that one of the rack is slightly bent after the items are placed in it. How will you resolve the issue? (3 marks)
 - a) Check load limit of the rack and instruct workers to place items according to the load limit
 - b) Ask workers to not place any items on that rack
 - c) Remove that rack from that position
 - d) Neglect and check other racks

- 7 While working in a part of the warehouse you noticed a part of the item has started burning due to unknown reason and the fire is spreading in the whole area , As an Inventory clerk what will be your first step? (5 marks)
 - a) Immediately run the fire alarm or aware the co-workers verbally
 - b) Try to extinguish it at your own

- c) Call emergency at 101
- d) Search for the recoverable items

8 Which of the following equipment is used by Inventory clerk to protect his hands from goods causing various infections? (2 marks)

a)



b)



c)



d)



9 ____ is important to practice when preparing to lift a load (3 marks)

- a) See if anyone can help you
- b) Lock knees and bend at the waist
- c) Keep a straight back and bend at the knees
- d) Do some vigorous twisting exercising

10 Which among the following is a cause of threat in safety plan? (2 marks)

- a) A reporting system
- b) Training programs
- c) Emergency Planning
- d) Neglecting safety procedures and Security regulations

11 What one should wear while handling dangerous items which can cause fatal infections in the warehouse? (2 marks)

- a) mask
- b) gloves
- c) labcoat
- d) specialized protective gear

NOS 2 - LSC/N2106

12 ____ is mechanical equipment used for the movement, storage, control, and protection of materials, goods and products. (2 marks)

- a) Metal handling equipment (MHE)
- b) Material hand equipment (MHE)
- c) Material handling equipment (MHE)
- d) Minimum handling equipment (MHE)

13 "What is the use of reach truck?" (2 marks)

- a) for picking and packing.
- b) used in narrow aisle applications
- c) Time around at floor level
- d) capable of moving one pallet

14 What happens when the actual quantity of inventory stock on hand is different from the quantity recorded in an inventory system for any particular item? (2 marks)

- a) Stocklost discrepancies
- b) Stocktake discrepancies
- c) StockIn discrepancies
- d) Stockout discrepancies

15 What is the first step for preparing the list of missing items? (3 marks)

- a) Ask the last person who saw the missing items
- b) Identify which items are missing.

- c) Entering the missing items
- d) cross checking

16 What is the best way among the following to conduct the search for the missing items? (2 marks)

- a) Check each and every area of warehouse
- b) Ask the last person who saw the stock and search that area
- c) Count remaining stock again and again
- d) Arrange for another goods

17 Identify the equipment. (2 marks)

- a) Crane
- b) Pallet jack
- c) Reach tuck
- d) Conveyer



18 _____ is a process of comparing physical inventory with records of inventory in hand (2 marks)

- a) Inventory reconciliation
- b) Inventory cross verification
- c) Inventory management
- d) Inventory rectification

19 What is the main purpose of hazard identification? (5 marks)

- a) To minimize the effect of a consequence
- b) For better risk management
- c) To characterize adverse effect of toxins
- d) To reduce probability of occurrence

20 Personal Protective Equipment is required when - (2 marks)

- a) Employers suffer an injury
- b) The employees suffer an injury
- c) An employee asks for it
- d) Engineering, work practice, and administrative controls do not provide sufficient protection against hazards

21 _____ strategy should be adopted in the warehouse if it is not possible to keep entire working environment completely safe. (2 marks)

- a) Inspections and audits
- b) Engineering controls
- c) Administrative controls
- d) Personal protective equipment

22 Why it is important to stay within areas allotted for warehouse personnel? (2 marks)

- a) Just for protocol
- b) To follow government rules and regulations
- c) To strictly follow division of work policy
- d) To avoid chaos

23 You noticed that in the composition of waste generated a huge portion is hazardous waste. which of the following is likely a characteristic to identify it ? (4 marks)

- a) Ignibility
- b) Reactivity
- c) Corrosivity
- d) All of the above

NOS 3 - LSC/N2107

24 _____ is equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses. (2 marks)

- a) Person protective equipment(PPE)
- b) Personal prevention equipment(PPE)
- c) Personal protective equipment(PPE)
- d) Personal provider equipment(PPE)

25 Which of the following is used throughout the entire chain of storage goods? (2 marks)

- a) MEH
- b) MHE
- c) MMH
- d) MEE

26 "How do you clean up a spillage?" (3 marks)

- a) use Spray bottle
- b) Spills should be thoroughly cleaned and dried
- c) use Scrub brush
- d) Use broom

27 "What is a cycle count for inventory?" (2 marks)

- a) It is used in organizations across the nation to properly identify and track their assets and inventory
- b) is a process where a business physically counts its entire inventory
- c) It is a method of checks and balances by which companies confirm physical inventory counts match their inventory records
- d) It is a method in which the count tag or sheet contains items are located

28 While counting the items of a particular area in the warehouse, you found out that SKU are mixed up and creating discrepancies, you tried to resolve the problem but failed due to huge number of items, as a Inventory manager what will be your last resort? (3 marks)

- a) keep the situation unreported
- b) Carry out work as it is.
- c) Report the supervisor
- d) Ask coworkers to help

29 You noticed a part of crane which is used for transport is broken, As an Inventory clerk when you will report this situation? (5 marks)

- a) Immediately
- b) After a day
- c) After a week
- d) After a month

30 "Which personal protective equipment (PPE) is used for head protection?" (5 marks)"

- a) Gum boots
- b) Helmet
- c) Nose mask
- d) Head shield

31. Identify the instruction shown in below given sign (2 marks)

- a) Polluted area
- b) Polluted Warehouse
- c) Wear mask
- d) None of these



32 _____ is a professional who is an integral part of any business that stores and processes orders or products (2 marks)

- a) floor workers
- b) Health workers
- c) Warehouse Worker
- d) Safety workers

33 How can you be safe at your workplace? (2 marks)

- a) By following manufacturer's instruction on equipment
- b) By wearing larger size PPE
- c) By taking leaves often
- d) By reporting you boss in timely manner

34 _____ extinguisher is suitable for cotton or other textile fire. (2 marks)

- a) Water
- b) Soda acid
- c) Foam
- d) Dry chemicals

SECTION - B

Practical Assessment

NOS 1 - LSC/N2105

1 Demonstrate the steps to be taken while preparing for inventory counting (30 marks)

2 Student 1: Inventory clerk (40 marks)

Student 2: Supervisor

Role Play: supervisor asked the inventory clerk to check the storage area for any hazard to ensure workplace safety

Scenario: Demonstrate the steps of inspecting work area for any safety hazard."

NOS 2 - LSC/N2106

3 Demonstrate the steps to be taken while verifying physically counted numbers and system numbers. (50 marks)

4 Identify the sequence in order to Pack Fragile Items. (20 marks)

- 1. Lift load smoothly
- 2. Keep yourself close to the load
- 3. Put it down then adjust it
- 4. Ensure a good posture
- 5. Maintain a firm grip
- 6. Plan your lift
- 7. Position your feet

NOS 3 - LSC/N2107

5 Student 1: Warehouse Packer (40 marks)

Student 2: Inventory clerk

Role Play: Student 1 have noticed that there is a chemical spillage at the workplace. What are the safety measures student can take to control the chemical hazard?

Scenario: How to control the exposure of chemical hazard and toxic substance.

6 Demonstrate the steps of performing Safety, Security and maintenance task in the workplace (30 marks)