

CalHR Test Item/KSAPC Linkage Sheet

Warehouse Worker

Exam Section #1

Warehouse Worker Knowledge			
	CalHR Multi-Departmental Job Analysis KSAPC statement		Department Job Analysis KSAPC Statement
1.	Knowledge of the methods and practices used in storing, shipping, packing and unpacking materials and supplies for warehouse shipments, deliveries, and storage.	1.	
2.	Knowledge of inventory procedures and records for warehouse materials and equipment.	2.	
3.	Knowledge of the powered materials handling equipment (e.g., carts, forklifts, standup lifts, pallet jacks) used in receiving, storing, and shipping materials and supplies.	3.	
4.	Knowledge of the equipment and function of forklifts for safety inspection and in receiving, shipping, storing and moving warehouse materials and supplies.	4.	
5.	Knowledge of the manual materials handling equipment (e.g., carts, ladders, pallet jacks, dollies) used in receiving, storing, and shipping materials and supplies.	5.	
6.	Knowledge of different units of measurement (e.g., cases, individual units) for checking, counting, shipping, and tracking material.	6.	
7.	Knowledge of common forms and documents used in receiving and shipping materials, supplies, and/or equipment.	7.	
8.	Ability to determine and execute proper storage methods, identification, and stock location based on shelf life and space availability.	8.	
9.	Ability to practice personal safety and vigilance in the identification of safety or security hazards to actively support a safe and hazard free working environment.	9.	

Warehouse Worker Knowledge			
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10.	Ability to use proper body mechanics while lifting to avoid injuries and comply with safe handling procedures regarding receiving, storing, and shipping materials, supplies, and/or equipment.	10.	
11.	Ability to discern details to receive, store, and ship materials and supplies in a safe manner.	11.	

Exam Section #2

Reading Comprehension			
	CalHR Multi-Departmental Job Analysis KSAPC statement		Department Job Analysis KSAPC Statement
1.	Ability read and comprehend written materials (e.g. references, summaries, memos, letters) in order to apply information and determine appropriate courses of action.	1.	
2.	Ability to follow instructions to ensure adequate comprehension and follow through.	2.	

Exam Section #3

Filing/Verification			
	CalHR Multi-Departmental Job Analysis KSAPC statement		Department Job Analysis KSAPC Statement
1.	Ability to arrange items or actions into logical orders or patterns according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).	1.	
2.	Ability read and comprehend written materials (e.g. references, summaries, memos, letters) in order to apply information and determine appropriate courses of action.	2.	
2.	Ability to follow instructions to ensure adequate comprehension and follow through.	3.	

Exam Section #4

Math			
	CalHR Multi-Departmental Job Analysis KSAPC statement		Department Job Analysis KSAPC Statement
1.	Ability to perform basic mathematical computations (e.g., addition, subtraction, multiplication, division, ratios, percentages) for checking, counting, shipping, and tracking material.	1.	