

PRACTICE QUESTIONS

USAI

Certified AI Consultant - Human Resources

SHARED BY [u/Bold-Narwhal-4379](#) on aiexamcerts

EDITION Free Set 1

QUESTIONS 10

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EXAM USAI Certified AI Consultant - Human Resources

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10 practice questions for the USAII Certified AI Consultant - Human Resources exam, each followed by its answer and a short explanation. More free sets and the full practice exam:

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1. What should a workforce impact assessment for an AI rollout begin with?
 - A Ranking vendors by the number of languages their chatbot supports
 - B Mapping each role's task mix to see how its tasks will change or stay the same
 - C Reducing headcount targets by a fixed percentage across every department in the company
 - D Waiting until a vendor certifies the model before discussing role changes with managers

Answer: B

A role-level task map shows which activities AI will automate, which it will augment, and which will need new skills, so the impact can be planned rather than guessed. A fixed headcount cut across all departments is tempting as a budget shortcut, but it ignores how each role's task mix actually changes. Language counts in a vendor's chatbot are irrelevant to workforce impact.

2. Under the NIST AI Risk Management Framework, the core function that establishes policies, accountability structures and a risk culture is called _____.

Answer: Govern

NIST AI RMF organizes its work into four functions: Govern, Map, Measure and Manage. Govern covers the policies, roles, accountability and culture that the other three functions depend on. Map, Measure and Manage deal with context, metrics and treatment of risks, so none of them replaces governance.

3. A hiring team uses an AI interview tool that scores candidates' facial expressions. What is the most defensible decision?
 - A Keep the tool, since facial expression scores objectively measure a candidate's competence
 - B Drop the facial scoring, because it measures traits unrelated to job performance and adds legal and accessibility risk
 - C Keep the scores but hide them from the candidate so the result cannot be challenged
 - D Expand the tool to all roles because it saves interviewer time across the whole hiring funnel

Answer: B

Facial expression scores do not measure job-related skill, and they can disadvantage people with disabilities or from different cultural backgrounds, so dropping them is the defensible choice. Hiding the scores from candidates is tempting but does not remove the bias or the legal exposure. Expanding the tool to more roles would multiply the same problem.

4. It is acceptable for an employer to rely on an AI tool's output alone to reject a candidate, without a human reviewer.
- A True
 - B False

Answer: B (False)

Relying only on automated output removes human judgment and the chance to correct errors, which makes it hard to show that a decision was job-related. Under GDPR Article 22 and similar rules, decisions with significant effects on individuals generally need meaningful human involvement or another legal basis. The statement is false.

5. Which two steps are essential before an AI model is used to support pay decisions? (Choose two.)
- A Documenting each pay factor the model uses and confirming that each factor is job-related
 - B Using the vendor's default salary bands without checking them against local market data
 - C Running a pay equity analysis on the model's recommendations before they take effect
 - D Allowing managers to override the model's recommendations without recording the reason
 - E Limiting the pilot to the most senior executives so that the sample is small and controlled

Answer: A, C

Documenting and justifying each input shows that the pay factors are legitimate, and a pay equity analysis checks the recommendations before they affect anyone. Vendor default bands, unrecorded overrides and executive-only pilots each weaken that control. The first and third steps are the ones that close the gap the others leave open.

6. Which approach best supports a skills taxonomy used in an AI-driven workforce plan?
- A Using each vendor's proprietary skill list so that the taxonomy matches whichever tool the company purchased
 - B Keeping job titles as the only unit of skill so that the data stays simple to maintain over time
 - C Defining skills at a consistent level of granularity, mapping them to roles, and reviewing them on a schedule
 - D Recording skills only at hiring time and never updating them afterward, to keep the data stable

Answer: C

A skills taxonomy works when skills are defined at a consistent level, linked to roles and refreshed, so gaps and transfers can be compared across the company. Tying the taxonomy to one vendor's list locks the company into that vendor and makes its data hard to reuse. Job titles hide the skills people actually use, and a one-time record at hiring goes stale quickly.

7. A company wants AI to reduce time to fill for technical roles. Which metric best shows whether the change worked?
- A Number of job postings the AI tool created and published across all departments in a single month
 - B Number of AI tool logins recorded for recruiters each week across the team
 - C Total software spend on recruiting tools for the current quarter
 - D Median days from requisition approval to accepted offer against the pre-AI baseline

Answer: D

Median time from requisition approval to accepted offer measures the outcome the business wants, and comparing it with a baseline shows whether AI changed it. Counting postings or logins measures activity rather than results, which makes them tempting but misleading. Software spend tracks cost, not speed to hire.

8. In an AI-supported performance process, a second reviewer checking ratings across teams before they become final is a _____ step.

Answer: calibration

Calibration is a review in which managers or HR compare ratings across teams so that similar performance receives similar ratings. It catches drift caused by the tool or by individual managers. Validation describes testing a model against outcomes, so it would mislabel what the reviewer does.

9. An AI tool drafts performance review summaries from manager notes. What is the most important safeguard?
- A Requiring the manager to check each summary against their own evidence before it is used
 - B Letting employees receive the drafts directly from the tool without a manager review step
 - C Using the draft's wording as the final rating because the language sounds consistent and fair
 - D Sending all summaries to the vendor for storage and benchmarking against its other clients

Answer: A

A manager who checks each draft against their own evidence keeps the rating accountable and catches invented or unfair wording. Sending drafts straight to employees skips that check, and treating the draft as the final rating hands judgment to the tool. Benchmarking summaries against other clients adds a data-sharing risk, which is a separate problem.

10. A people analytics team wants to predict attrition. Which precaution matters most before the model is used for retention decisions?
- A Using the score directly to decide which employees receive retention bonuses
 - B Keeping the model's output hidden from managers so that it cannot influence any decisions at all
 - C Checking that predictions are fair across groups and that interventions reduce attrition
 - D Choosing whichever model has the highest accuracy and skipping its documentation entirely

Answer: C

A prediction helps only if it is fair across groups and acting on it actually reduces attrition, which means testing the intervention, not just the score. Using scores directly for bonuses or hiding them from managers both create problems. Choosing the most accurate model while skipping documentation leaves no way to audit it.