

**ASSESSMENT INFORMATION PACKAGE – EXAM 955**

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**Preparing for the Examination**

Read all the information in this package. Come to the test physically and mentally prepared. Get a good night's sleep.

On the day of the test, you will need to arrive at the testing center 15 minutes prior to the beginning of your appointment to allow time for the check-in process. Be sure to leave yourself enough time for traffic, finding the test center location, parking, and getting to the exam room.

The assessment is designed to be taken without interruptions or breaks. Please be sure to take care of any personal needs before appointment check-in.

Please bring with you to the testing center:

- Government-issued Photo ID
- Assessment site Login ID and Password

*If you are more than 15 minutes late for your assessment appointment, you will not be permitted to test.*

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**What to Expect in the Exam Room**

Upon arrival, you will be required to present one piece of state or U.S. Federal Government issued photo ID as specified in your appointment confirmation email. If you are a current USPS employee, you may bring your USPS ID badge.

*You will not be permitted to take the assessment if you do not present an ID meeting the stated requirements.*

Personal items are not allowed in the testing room. This includes all electronic devices such as cell phones, pagers, and PDAs. Please do not bring any unnecessary personal items to your assessment appointment as storage may not be available. We also ask that you not have anyone accompany you into the test center as there is not adequate space for visitors.

You will need your Login ID and Password to access the testing website. Please bring this information with you to the testing center.

When you are ready to begin, the examiner will provide you with ear plugs or headphones and assist you with logging in to start the test.

The test will be entirely administered and timed by the computer. All of the testing instructions will be provided by the computer. Before the test starts, you will see several practice and instruction screens. These screens explain how to use the computer to take the test and guide you through practice test items.

Other candidates might begin or end their exams at different times than you. In addition, the proctor is required to monitor the session frequently, so will be entering and leaving the test room as needed. All reasonable efforts will be taken to keep distractions to a minimum.

At the end of your exam, you will have the opportunity to complete an online exit survey where you can provide feedback regarding your testing experience.

*You must check out with the examiner before leaving the Testing Center.*

The examiner will not have access to any information related to your assessment results or your next step. You will receive an e-mail message with instructions on how to access your test results.

### Obligation to Provide Reasonable Accommodation for Qualified Applicants with a Disability

The United States Postal Service is obligated under Section 501 of the Rehabilitation Act of 1973, as amended, found in 29 U.S.C. § 791 *et seq.* to provide accommodations to a qualified applicant with a disability that will enable the individual to have an equal opportunity to participate in the application process and to be considered for a job.

If you have a disability that will require a special testing arrangement, please make your request when scheduling your exam through the Assessment website.

You will be asked to specify the nature of the disability and the accommodation needed.

Supporting documentation to verify the existence of a protected disability or the need for accommodation may be required.

The decision on granting reasonable accommodation will be made on a case-by-case basis.

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### Frequently Asked Questions

*How do I schedule my proctored testing appointment?*

You can schedule yourself for the examination after receiving scheduling information via an email. To schedule a testing appointment, log into your assessment account and click on the Schedule Assessment link. If there are no seats available, you may request a seat by clicking on the Request a Seat link. Seat requests usually take a minimum of 3-5 business days to process. Please make sure to allow enough time for your request to be fulfilled. You will be notified via email once a seat is available at a test center near you. The system will not allow you to schedule an appointment within 24 hours of a testing session or request a seat within 48 hours of your expiration date.

*What if I need to reschedule (or cancel) my appointment?*

You may only cancel or reschedule your appointment up to 24 hours before your scheduled appointment. To cancel and reschedule your appointment, log onto the assessment website and click on the appointment date/time link.

**If you are within 24 hours of your scheduled appointment, you are not permitted to reschedule your appointment.**

**If you fail to attend your scheduled appointment, you will not be allowed to reschedule and will receive an incomplete test result for that job vacancy.**

*How long will it take to get the assessment results?*

A Notice of Result will be available on the Assessment site after you have been checked out from the testing center. You will receive an e-mail message with instructions on how to access your Notice of Result.

*What is a passing score?*

You must attain a minimum score of 70 (excluding Veterans' Preference points) on the examination to be considered for any of the positions for which you applied.

*How long are the results of the test valid?*

Your examination result is valid through the expiration date shown on your Notice of Result.

If you are an applicant, your results will be maintained in your *eCareer* Candidate Profile and will be automatically included with your application if you apply for other USPS vacancies requiring this exam.

If you are an employee, your test result may be valid for longer, based on your situation and in accordance with Postal policy.

**SAMPLE TEST QUESTIONS**

**Test Instructions**

During the test session, read all instructions very carefully. One of the purposes of the test is to see how quickly and accurately you can work. Therefore, each part of the test will be timed. Where appropriate, a countdown clock will be displayed on your computer screen. When time runs out for a particular part, the test will automatically advance to the next part. If you finish a part before the timer runs out, you will have an opportunity to review your answers for that part. Once a timed part has ended, you will not be allowed to return to that part.

There are 2 parts to this examination:

- Multicraft,
- Spatial Relations

Each part contains several multiple-choice questions. During the actual test session, you will select your response to each question by clicking the button (small circle) next to your answer.

The total time for the assessment is **approximately two hours**. Again, please be sure to take care of any personal needs before you check in to the test. The table below lists the contents of Exam 955.

<b>1</b>	<b>Test Part</b>	<b>2</b>	<b>Number of Items</b>	<b>3</b>	<b>Time Allowed</b>	<b>4</b>	<b>Subject Matter Covered</b>
	Multicraft		60		60		Assesses mechanical and electrical job skills.
	Spatial Relations		68		40		Assesses visual spatial relations ability.

On the following pages are sample questions like the ones that will be on the test. Study these carefully. This will give you practice with the different kinds of items on the test. You will have an opportunity to view sample questions and complete practice tests during the actual test session.

**Multicraft**

This is a test of knowledge and skill in the mechanical and electrical areas. On the following screens is a series of questions. You are to read each question and select the best answer corresponding to the question.

This part of the test consists of 60 items to be completed in 60 minutes. Your score depends on how many items you answer correctly. There is no penalty for guessing on this part of the test. It is generally to your advantage to respond to each item, even if you have to guess.

Now, determine your answers to the following sample questions below. Notice that the answer to sample question X already shows the correct response selected.

**USPS Exam 955**

Remaining Time: 0:57:48

Progress

**RAMSAY CORPORATION JOB SKILLS**

MULTICRAFT TEST  
FORM MC-C  
**INSTRUCTIONS.**

This is a test of knowledge and skill in the mechanical and electrical areas. On the following screens is a series of questions. You are to read each question and select the best answer corresponding to the question.  
Now look at the practice exercises below.

**Practice Exercise X**

Box wrenches are safer than open-end wrenches because they are

- A larger.
- B smaller.
- C less likely to slip off.
- D more likely to produce leverage.

**Practice Exercise Y**

What is the proper fastener to use to join two wires?

- A A wire nut
- B Cellophane tape
- C A spring clip
- D Staples

The correct answer for Practice Exercise X is "C," and the correct answer for Practice Exercise Y is "A."

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*The correct answer to Sample Question Y is "A".*

**Spatial Relations**

This test contains two sections. The first section, Matching Parts and Figures, contains questions where you are given two or more flat pieces, and you must decide among the four options which one shows how those pieces can be fitted together without gaps or overlapping. The second section, Spatial Visualization, contains questions where you are given a drawing with top, front, and right views. You must decide from the four options which one would have the top, front, and right views as shown in the drawing.

This test part consists of 65 items to be completed in 60 minutes. Your score depends on how many items you answer correctly. There is no penalty for guessing on this part of the test. It is generally to your advantage to respond to each item, even if you have to guess.

Now, determine your answers to the following sample questions below. The first two sample questions, shown below, correspond to the Matching Parts and Figures section. Notice that the answer to sample question 1 already shows the correct response selected.

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**DIRECTIONS**

**Matching Parts and Figures**

Questions 1 and 2 on this page are sample questions.

These questions test understanding of spatial relations. The same question shows a flat piece or pieces and asks which figure shows how these pieces can be fitted together without gaps or overlapping. The pieces may be turned around or turned over in order to make them fit together. Once a figure is selected, it is locked. You can change your response by clicking a different figure.

In the sample question, for instance, only the last figure can be formed by fitting together the pieces displayed above. Note that the pieces are turned around to make the last figure. This is the only figure that can be created with the pieces.

In the same question, only the second figure can be formed by fitting together the pieces displayed above.

The correct answer for sample question 2 is "B".

The following sample question corresponds to the Spatial Visualization section. Notice that the answer to this sample question already shows the correct response selected.

**USPS Exam 955** PAUSE | RESUME Progress

**DIRECTIONS**

**Spatial Visualization**

Question 1 of this page's 2 sample questions.

The sample item below shows a drawing with TOP, FRONT, and RIGHT views. Click the figure below that would have the TOP, FRONT, and RIGHT views shown in the drawing at the top. Once a figure is selected, a yellow box will appear around it. You can change your response by clicking a different figure. Be sure you respond to each question.

TOP



FRONT RIGHT



As discussed earlier, you should use mouse-clicks: figure 1 only, figure 2, figure 3, figure 4, figure 5, or figure 6. Always view the sample in legal advice.