Ship's Serviceman (SH) Navy Cash Practice Test (Sample)

Study Guide

BY EXAMZIFY

Everything you need from our exam experts!

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

• Practice answering questions under realistic conditions,

• Improve accuracy and speed,

• Review explanations to strengthen weak areas, and

• Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Don't worry about getting everything right, your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations, and take breaks to retain information better.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning.

7. Use Other Tools

Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly — adapt the tips above to fit your pace and learning style. You've got this!

Questions

1. What is the second action the Sales Officer should take when reviewing discrepancies?

   A. Verify Navy Cash receipts posting

   B. Print ROM II Over/Short Report

   C. Generate an end of month report

   D. Contact the Treasury Agent

2. Whom can the Sales Officer or Disbursing Officer request assistance from in resolving discrepancies?

   A. Finance Department

   B. The Customer Service Center

   C. Supply Chain Management

   D. Audit Committee

3. What is the first step in addressing failure in Navy Cash card readers?

   A. Replacing the hardware

   B. Performing a diagnostic test

   C. Cleaning the equipment

   D. Consulting the manual

4. Where can preventive maintenance information for Navy Cash Financial System be obtained?

   A. Preventive Maintenance Schedule (PMS)

   B. Maintenance Requirement Card (MRC)

   C. Operational Maintenance Manual (OMM)

   D. System Maintenance Procedure (SMP)

5. What document can the Sales Officer print to view Navy Cash sales after uploading the K22?

   A. Daily Sales Report

   B. Merchant Sales Summary Report

   C. Transaction Summary Report

   D. Navy Cash Operational Report

6. **What is the main responsibility of the Ship Store Operator during the EOD process?**

   A. Exporting the cash register till

   B. Preparing daily sales summaries

   C. Calculating cash overages and shortages

   D. Replenishing vending machine stock

7. **What publication contains detailed procedures for using the K22 card reader terminal?**

   A. NAVSUP P-727

   B. NAVPERS P-484

   C. NAVFAC P-101

   D. NAVSTAND P-233

8. **What is the main purpose of the Navy Cash card on a ship?**

   A. Facilitating traditional currency payments

   B. Enabling electronic payment transactions

   C. Allowing cash transactions only

   D. Providing account management

9. **Who is responsible for signing all Navy Cash Reports?**

   A. Finance Officer

   B. Disbursing Officer

   C. Sales Officer

   D. Supply Officer

10. **How does the Navy Cash system improve operational efficiency?**

   A. By increasing paperwork

   B. By reducing the need for cash handling

   C. By extending working hours

   D. By increasing labor costs

Answers

1. B
2. B
3. C
4. B
5. B
6. A
7. A
8. B
9. C
10. B

Explanations

1. What is the second action the Sales Officer should take when reviewing discrepancies?

A. Verify Navy Cash receipts posting

B. Print ROM II Over/Short Report

C. Generate an end of month report

D. Contact the Treasury Agent

The second action the Sales Officer should take when reviewing discrepancies is to print the ROM II Over/Short Report. This report is essential for identifying and understanding discrepancies in cash transactions. By generating this report, the Sales Officer can see detailed information about overages and shortages in cash reporting, which is crucial for reconciling accounts and addressing issues promptly. This step typically follows an initial review of the sales figures and serves to provide a focused examination of where discrepancies may have occurred. The ROM II Over/Short Report can pinpoint specific areas of concern, allowing further investigation to ensure accuracy in reporting and financial management. The other options, while relevant in the overall process of managing sales receipts and discrepancies, would either be actions taken before or after analyzing the Over/Short Report, or in specific situations unrelated to the immediate follow-up of discrepancies.

2. Whom can the Sales Officer or Disbursing Officer request assistance from in resolving discrepancies?

A. Finance Department

B. The Customer Service Center

C. Supply Chain Management

D. Audit Committee

The Customer Service Center is the appropriate resource for Sales Officers or Disbursing Officers when it comes to resolving discrepancies. The center is designed to assist with inquiries and issues related to transactions, financial discrepancies, and other related customer service matters. Its primary role is to support personnel in their financial operations, making it specifically equipped to handle such discrepancies effectively. The other options may not provide the level of operational support or specific expertise required for resolving discrepancies in the context of Navy cash operations. For instance, while the Finance Department may offer high-level financial oversight, it is not necessarily focused on the day-to-day transactional issues that arise. Supply Chain Management is primarily concerned with logistics and procurement rather than financial discrepancies, and the Audit Committee generally focuses on oversight and compliance rather than hands-on problem-solving for individual financial transactions.

3. What is the first step in addressing failure in Navy Cash card readers?

A. Replacing the hardware

B. Performing a diagnostic test

C. Cleaning the equipment

D. Consulting the manual

The first step in addressing failure in Navy Cash card readers involves cleaning the equipment. Regular maintenance, including cleaning, is crucial for ensuring optimal performance of the card readers. Dirty or obstructed card readers can lead to read errors and system failures, which might appear as malfunctions. By starting with cleaning, you can often resolve issues that may seem like hardware or system failures without jumping to more complex solutions. Cleaning may involve removing dust, debris, or residues that accumulate and prevent proper function. Once the equipment is clean, it's advisable to test it again to determine if the issue persists. If the problem continues, then further troubleshooting steps like performing diagnostic tests, consulting the manual, or replacing hardware can be considered. Starting with cleaning keeps the troubleshooting process logical and ensures that simpler solutions are explored first before moving on to more involved measures.

4. Where can preventive maintenance information for Navy Cash Financial System be obtained?

A. Preventive Maintenance Schedule (PMS)

B. Maintenance Requirement Card (MRC)

C. Operational Maintenance Manual (OMM)

D. System Maintenance Procedure (SMP)

The correct choice for obtaining preventive maintenance information for the Navy Cash Financial System is through the Maintenance Requirement Card (MRC). MRCs are detailed documents that outline the specific maintenance tasks, including preventive maintenance, that need to be performed on equipment. They provide guidance on the frequency, procedures, and personnel necessary to complete these tasks, which is essential for ensuring the system operates efficiently and continues to meet operational requirements. While Preventive Maintenance Schedules (PMS) and Operational Maintenance Manuals (OMM) are important resources in the realm of maintenance, they serve different purposes. PMS provides a broader schedule of all maintenance activities, including preventive, corrective, and routine, rather than focusing on specific tasks outlined for particular systems like the Navy Cash. Similarly, OMMs provide operational guidance and instructions on how to use the equipment but are not specifically centered on maintenance tasks. System Maintenance Procedures (SMP) may provide detailed repair instructions but would not typically contain the preventive maintenance-specific information that MRCs provide. In summary, the MRC is tailor-made to detail the preventive maintenance needs of systems, making it the appropriate choice for this context.

5. What document can the Sales Officer print to view Navy Cash sales after uploading the K22?

   A. Daily Sales Report

   B. Merchant Sales Summary Report

   C. Transaction Summary Report

   D. Navy Cash Operational Report

The Merchant Sales Summary Report is a critical document for the Sales Officer, as it provides a comprehensive overview of Navy Cash sales following the uploading of the K22 transaction record. This report aggregates sales data across various categories, allowing the Sales Officer to analyze performance and track sales trends effectively. It includes detailed information on revenue generated, types of transactions processed, and can help identify any discrepancies or areas for improvement in sales processes. This relevance lies in its ability to serve as an operational tool for financial management and decision-making, enabling the Sales Officer to monitor how well Navy Cash is operating within specific time periods after K22 uploads.

6. What is the main responsibility of the Ship Store Operator during the EOD process?

   A. Exporting the cash register till

   B. Preparing daily sales summaries

   C. Calculating cash overages and shortages

   D. Replenishing vending machine stock

The primary responsibility of the Ship Store Operator during the End of Day (EOD) process is to export the cash register till. This task involves obtaining a detailed report of the day's transactions, which is crucial for ensuring that all financial activities are accurately recorded and balanced at the end of the operating day. Exporting the till provides a comprehensive overview of sales, payments, and any discrepancies that may have occurred, forming the basis for further financial management steps such as accounting and inventory auditing. While the other tasks, such as preparing daily sales summaries or calculating cash overages and shortages, are important parts of financial management and reporting, they typically come after the initial exporting of the till has taken place. Replenishing vending machine stock is an operational duty that does not directly relate to the financial end-of-day processes. Therefore, the main task of exporting the cash register till stands out as the most critical responsibility during the EOD process.

7. What publication contains detailed procedures for using the K22 card reader terminal?

A. NAVSUP P-727

B. NAVPERS P-484

C. NAVFAC P-101

D. NAVSTAND P-233

The publication that contains detailed procedures for using the K22 card reader terminal is NAVSUP P-727. This document, part of the Navy Supply System, specifically focuses on the policies and procedures related to Navy Cash and various financial management systems on naval vessels. It includes guidelines for using equipment like the K22 card reader, ensuring that personnel can effectively and accurately process transactions. Other publications listed do not focus on the Navy Cash system or related operational procedures in the same way. For example, NAVPERS P-484 pertains to personnel management and documentation, while NAVFAC P-101 relates to facilities management. NAVSTAND P-233 addresses standards and training within the Navy but does not provide the specific operational details required for using the K22 card reader. Therefore, NAVSUP P-727 is the authoritative source for this specific information.

8. What is the main purpose of the Navy Cash card on a ship?

A. Facilitating traditional currency payments

B. Enabling electronic payment transactions

C. Allowing cash transactions only

D. Providing account management

The main purpose of the Navy Cash card on a ship is to enable electronic payment transactions. This system is designed to streamline financial transactions aboard naval vessels by providing a cashless environment. The Navy Cash card allows service members and other authorized personnel to make purchases and access various services without the need for physical cash. Using a card system reduces the security risks and logistical issues associated with handling traditional currency while also making it easier for personnel to manage their finances, as transactions are recorded electronically. This modern approach reflects the Navy's commitment to efficiency and security in financial management on board. Furthermore, it assists in creating a seamless experience for crew members when accessing amenities and services on the ship without the complications of cash exchanges.

9. Who is responsible for signing all Navy Cash Reports?

A. Finance Officer

B. Disbursing Officer

C. Sales Officer

D. Supply Officer

The responsibility for signing all Navy Cash Reports lies with the Disbursing Officer. This individual oversees the disbursement of funds and is involved in ensuring the accuracy and legality of financial transactions aboard a naval vessel. The Disbursing Officer's role includes managing Navy Cash operations, which encompass the collection and reporting of all cash transactions. While other officers may be involved in financial operations and reporting, the Disbursing Officer is specifically trained and designated to sign official reports regarding Navy Cash. This is critical for maintaining accountability and compliance with Navy financial regulations.

10. How does the Navy Cash system improve operational efficiency?

A. By increasing paperwork

B. By reducing the need for cash handling

C. By extending working hours

D. By increasing labor costs

The Navy Cash system enhances operational efficiency primarily by reducing the need for cash handling. In traditional cash systems, handling physical currency can be labor-intensive, requiring numerous transactions to be logged, counted, and secured. By utilizing a cashless system, the Navy can streamline financial transactions. This leads to quicker transactions, reduced risk of theft or loss associated with handling cash, and less time spent reconciling cash balances at the end of shifts or deployments. Furthermore, the Navy Cash system improves accountability and tracking of financial activities, enabling personnel to easily manage funds and reducing the likelihood of errors that can arise when dealing with physical cash. This shift essentially allows the crew to focus on their primary mission rather than on administrative cash handling tasks, making operations more efficient overall.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

https://shnavycash.examzify.com

We wish you the very best on your exam journey. You've got this!