

UPS On-Job-Supervision (OJS) Certification Practice Test (Sample)

Study Guide



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. 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.

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. 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

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- 1. In Prepare to load 3, what action should be performed?**
 - A. Logon using correct information**
 - B. Logon with incorrect information**
 - C. Do not log on**
 - D. Log off**

- 2. How should packages at the top of the trailer be secured?**
 - A. With Duct Tape**
 - B. Locked In Using Ceiling Ribs**
 - C. Stacks Loosely**
 - D. Not Secured**

- 3. When should small bags be loaded into the trailer?**
 - A. After All Other Items**
 - B. As They Arrive**
 - C. Only If Space Remains**
 - D. Only On The Floor**

- 4. True or False: No over-goods or damages applies only to physical items, not documentation.**
 - A. True**
 - B. False**
 - C. Only applies to hazardous materials**
 - D. Not applicable to domestic shipments**

- 5. Load Quality Element 3 describes which shelving arrangement?**
 - A. Three level shelves**
 - B. Two level shelves**
 - C. Floating shelves**
 - D. No shelves**

- 6. What should be positioned to prepare for loading?**
 - A. Position load equipment, rollers, loader 20 or 24, chutes**
 - B. Place pallets on the floor**
 - C. Attach the load to the ceiling**
 - D. Set a timer**

- 7. Hazardous materials readiness includes checking for which items?**
- A. SLIC, date, and auditor initials.**
 - B. Weight, color, and size.**
 - C. Destination, label, and barcode.**
 - D. Contents, volume, and packaging.**
- 8. Where should the retainer bar be placed?**
- A. Securely against the upper portion of the last wall**
 - B. At the bottom of the last wall**
 - C. In the middle of the last wall**
 - D. Inside the HazMat pouch**
- 9. Which situation violates Load Quality Element 10?**
- A. The load exactly matches the manifest and items are intact**
 - B. Extra items are included beyond the manifest**
 - C. Packaging is intact and clean**
 - D. All labels are legible**
- 10. Prepare to load 4 requires which action?**
- A. Move to assigned work position**
 - B. Take a break**
 - C. Verify address**
 - D. Check inventory**

Answers

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

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Explanations

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1. In Prepare to load 3, what action should be performed?

- A. Logon using correct information**
- B. Logon with incorrect information**
- C. Do not log on**
- D. Log off**

Authentication before performing the task is essential. To prepare to load at station 3, you should log on using your correct credentials. This verifies your identity and grants you the proper permissions to access the system, start the loading sequence, and record who is performing the action for safety and accountability. Using correct information ensures you're authorized and will have the necessary controls and prompts available for a safe, accurate load. Logging on with incorrect information won't grant access and can trigger security measures or lockouts. Not logging on means you can't begin the task, and logging off would end your session before you start.

2. How should packages at the top of the trailer be secured?

- A. With Duct Tape**
- B. Locked In Using Ceiling Ribs**
- C. Stacks Loosely**
- D. Not Secured**

Packages on the top layer must be secured to prevent any movement during transit. The best way to do this is by locking the top-row loads to the trailer's own structure, using the ceiling ribs (roof bows) as anchor points and fastening straps or restraints to those ribs. This leverages sturdy, built-in support so the upper layer can't slide or fall when the trailer speeds up, slows down, or goes over bumps. Duct tape isn't reliable for securing heavy or stacked loads, stacks left loose can shift and spill, and not securing the top layer creates a serious safety hazard. Using the ceiling ribs provides a strong, approved method to keep the top packages firmly in place.

3. When should small bags be loaded into the trailer?

- A. After All Other Items**
- B. As They Arrive**
- C. Only If Space Remains**
- D. Only On The Floor**

Efficient trailer loading aims to minimize handling and keep the flow moving smoothly. Loading small bags as they arrive makes use of space right away, reduces the need to move items twice, and helps keep track of everything that should be loaded. Small bags are usually lightweight and frequent, so integrating them as they come prevents bottlenecks and keeps the process simple and safe. Waiting until after all other items are in place adds unnecessary handling and can lead to items being forgotten or the load becoming unbalanced. Loading only if space remains risks leaving items behind, disrupting the plan. Putting items only on the floor creates unsafe conditions and can damage goods. So, loading as items arrive is the best approach.

4. True or False: No over-goods or damages applies only to physical items, not documentation.

A. True

B. False

C. Only applies to hazardous materials

D. Not applicable to domestic shipments

Discrepancies like overages, shortages, and damages cover what actually happens with a shipment, not just the physical goods inside a box. The documentation that travels with a shipment—packing lists, commercial invoices, waybills, and other required papers—can also be damaged, lost, or incomplete, and that can create processing delays, misrouting, or claims just as surely as damage to the goods themselves. So the idea that these issues apply only to physical items is not correct; documentation is part of the shipment and can be affected too.

5. Load Quality Element 3 describes which shelving arrangement?

A. Three level shelves

B. Two level shelves

C. Floating shelves

D. No shelves

Load Quality Element 3 describes a three-level shelving setup. This arrangement defines three distinct, fixed levels to place and organize items, which helps with stability, weight distribution, and ease of access during loading, inspection, and retrieval. Three levels provide a consistent, repeatable structure that auditors can check for proper spacing and alignment across the storage area. The other options don't fit Element 3 because they describe different configurations: two levels would align with a different element or scenario, floating shelves imply adjustable or unsupported surfaces, and no shelves would fail to provide the shelving structure required by the standard.

6. What should be positioned to prepare for loading?

A. Position load equipment, rollers, loader 20 or 24, chutes

B. Place pallets on the floor

C. Attach the load to the ceiling

D. Set a timer

Preparing for loading starts with getting the equipment ready and lined up so the load can move safely and smoothly. Positioning the load equipment, the rollers, the loader 20 or 24, and the chutes creates a clear, supported path that guides the pallets exactly where they need to go. This ensures the load is aligned with the dock or conveyor, at the right height and spacing, and reduces the risk of jams, slips, or injuries. Options that involve simply placing pallets on the floor, suspending the load from the ceiling, or adding a timer don't establish the controlled path and support needed for safe, efficient loading.

7. Hazardous materials readiness includes checking for which items?

- A. SLIC, date, and auditor initials.**
- B. Weight, color, and size.**
- C. Destination, label, and barcode.**
- D. Contents, volume, and packaging.**

Hazardous materials readiness hinges on verification and traceability, ensuring there is a documented check that someone authorized performed and that the check happened at the appropriate time. The best answer reflects three elements that support this: a formal recorded item (SLIC) that confirms compliance, the date of the readiness check to prove timeliness, and the auditor's initials to establish accountability. Together, they create a verifiable trail that the shipment was reviewed and approved before movement. Other options focus on physical attributes or labeling details rather than on documented verification and accountability. For example, weight, color, and size are physical characteristics; destination, label, and barcode concern labeling and routing but not the act of confirming readiness; contents, volume, and packaging describe what's inside or how it's packaged rather than who checked it and when.

8. Where should the retainer bar be placed?

- A. Securely against the upper portion of the last wall**
- B. At the bottom of the last wall**
- C. In the middle of the last wall**
- D. Inside the HazMat pouch**

Place the retainer bar securely against the upper portion of the last wall. This position uses the closing force of the container to press contents downward and toward the back, preventing movement that could occur during handling or transit. Placing it at the bottom or in the middle won't counteract shifting as effectively, and putting the bar inside a HazMat pouch would hide or misplace the hardware and could interfere with proper securing.

9. Which situation violates Load Quality Element 10?

- A. The load exactly matches the manifest and items are intact**
- B. Extra items are included beyond the manifest**
- C. Packaging is intact and clean**
- D. All labels are legible**

Load quality checks ensure what's loaded matches what's documented and can be tracked safely. Extra items beyond the manifest create a mismatch between the physical load and the recorded contents, which can lead to missing items, misdelivery, inventory discrepancies, and potential security concerns. These risks directly violate Load Quality Element 10, which is about loading accurately according to the manifest and maintaining proper control of the shipment. The other scenarios describe ideal conditions: exact alignment with the manifest means there's no discrepancy to resolve; intact and clean packaging protects the goods during transit; and legible labels ensure correct identification and tracking. Together, these conditions support proper load quality and describe what should be in place, rather than what would violate it.

10. Prepare to load 4 requires which action?

A. Move to assigned work position

B. Take a break

C. Verify address

D. Check inventory

Moving to your assigned work position is what you do to begin loading. In UPS loading operations, each person has a specific station that lines up with the sequence of the load, the conveyor, and the handoff points. Being at your designated spot ensures you can safely reach and handle the item, scan it correctly, and pass it along without stepping into someone else's space or breaking the workflow. It also helps maintain speed and reduce errors. Taking a break is a rest action and isn't part of the step to start loading. Verifying an address or checking inventory are important tasks in other parts of the process, but they don't initiate the act of loading at your station for the current item.

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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://upsojs.examzify.com>

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

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