

USN Personnel Specialist Practice Test (Sample)

Study Guide



Everything you need from our exam experts!

This is a sample study guide. To access the full version with hundreds of questions,

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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!

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Questions

- 1. What is the purpose of the Navy's "Fitness Enhancement Program"?**
 - A. To encourage participation in sports competitions**
 - B. To help service members improve physical fitness**
 - C. To prepare members for leadership roles**
 - D. To assess fitness levels for promotions**
- 2. What is the time limit for transfers within the Continental United States (CONUS)?**
 - A. 5 days**
 - B. 10 days**
 - C. 15 days**
 - D. No limit**
- 3. What type of information is contained in a service member's "Page 13"?**
 - A. Personal identification information**
 - B. Administrative remarks and counseling records**
 - C. Medical history and evaluations**
 - D. Promotion eligibility criteria**
- 4. Which term refers to the time calculated by the mode of transport and distance covered?**
 - A. Elapsed Time**
 - B. Travel Time**
 - C. Proceed Time**
 - D. Leave Time**
- 5. Which option best describes a service member's dependent information on a travel claim?**
 - A. Information on pets being transferred**
 - B. Details of family members traveling with the member**
 - C. General health information of each dependent**
 - D. Emergency contact details for dependents**

- 6. Which of these factors does NOT influence Navy career advancement?**
- A. Completion of required training**
 - B. Personal charisma**
 - C. Command recommendations**
 - D. Performance assessments**
- 7. What is the purpose of the Sponsorship Program in the Navy?**
- A. To assist new personnel in acclimating to their new duty stations**
 - B. To provide financial support for career development**
 - C. To prepare personnel for deployment**
 - D. To facilitate networking opportunities**
- 8. What is the purpose of a performance evaluation in the Navy?**
- A. To assess physical fitness**
 - B. To determine promotion eligibility**
 - C. To evaluate job performance and readiness**
 - D. To confirm training completion**
- 9. What does the term "attrition" refer to in a military personnel context?**
- A. The accumulation of new personnel in the ranks**
 - B. The reduction of personnel due to various factors**
 - C. The promotion of enlisted staff to higher ranks**
 - D. The training processes of military personnel**
- 10. What role do Personnel Consultants play in the Navy?**
- A. Coordinate leave schedules**
 - B. Advise on personnel policies**
 - C. Execute disciplinary actions**
 - D. Conduct physical training**

Answers

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

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Explanations

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1. What is the purpose of the Navy's "Fitness Enhancement Program"?

- A. To encourage participation in sports competitions**
- B. To help service members improve physical fitness**
- C. To prepare members for leadership roles**
- D. To assess fitness levels for promotions**

The purpose of the Navy's "Fitness Enhancement Program" is to help service members improve their physical fitness. This program is designed to provide support and resources to individuals who may be struggling with meeting the Navy's physical readiness standards. It focuses on personalized fitness training and education to enhance overall performance, promote better health, and ensure that service members are fit for duty. This initiative acknowledges that maintaining physical fitness is crucial for mission readiness and the overall well-being of personnel. By engaging in the program, service members can work towards improving their fitness levels through structured exercise, nutritional guidance, and accountability, thus fostering a culture of fitness within the Navy. While competition and leadership skills are important in their own right, and fitness assessments are a part of overall readiness, the core aim of the Fitness Enhancement Program is centered on directly enhancing physical fitness among service members.

2. What is the time limit for transfers within the Continental United States (CONUS)?

- A. 5 days**
- B. 10 days**
- C. 15 days**
- D. No limit**

The time limit for transfers within the Continental United States (CONUS) is set at 10 days. This timeframe is important for ensuring that personnel can efficiently coordinate their moves, allowing for adequate time to prepare for and execute the transfer process. The 10-day limit is established to streamline transitions and maintain operational effectiveness within the military structure. It provides personnel with the necessary framework to organize their affairs, complete any required administrative tasks, and report to their new assignments without unnecessary delays.

3. What type of information is contained in a service member's "Page 13"?

- A. Personal identification information**
- B. Administrative remarks and counseling records**
- C. Medical history and evaluations**
- D. Promotion eligibility criteria**

A service member's "Page 13," formally known as the NAVPERS 1070/613, is specifically designed to document administrative remarks and counseling records. This page includes significant information relevant to a service member's conduct, performance, and various administrative actions taken against or in favor of them throughout their service. It's a critical tool for documenting events like counseling sessions for issues such as underperformance, disciplinary actions, or commendations for superior performance. The use of "Page 13" ensures that there is a formal record that can be referenced for future evaluations, promotions, or other administrative decisions. In contrast, personal identification information, medical history and evaluations, and promotion eligibility criteria are documented in other official military records or forms and do not fit the specific purpose of "Page 13." This distinction clarifies why the administrative remarks and counseling records are the essential content of this particular form.

4. Which term refers to the time calculated by the mode of transport and distance covered?

- A. Elapsed Time**
- B. Travel Time**
- C. Proceed Time**
- D. Leave Time**

The term that refers to the time calculated by the mode of transport and the distance covered is "Travel Time." This term encompasses the total time taken to journey from one location to another, factoring in the specific mode of transportation used, whether it's driving, flying, or another form of transport, as well as the distance that must be traveled. Travel Time is a critical consideration in planning missions, transport logistics, and personnel movement, as it aids in scheduling and ensures that necessary allowances are made for travel durations. This term aligns directly with the context of managing time and distance effectively within military operations and personnel management. Other terms in the options, such as Elapsed Time, Proceed Time, and Leave Time, hold different meanings and contexts, such as measuring total time passed since an event, planning for a mission's readiness and execution, or accounting for time off granted to personnel, respectively.

5. Which option best describes a service member's dependent information on a travel claim?

- A. Information on pets being transferred**
- B. Details of family members traveling with the member**
- C. General health information of each dependent**
- D. Emergency contact details for dependents**

The correct choice highlights the importance of detailing the family members who accompany a service member during travel. When submitting a travel claim, service members are required to provide specific information about their dependents who will be traveling with them. This ensures that the claims process appropriately accounts for the expenses associated with the dependents' travel. In contrast, while information about pets may be relevant for personal travel planning, it does not pertain to the official travel claim process. General health information is not necessary for the travel claim and could compromise privacy and confidentiality. Emergency contact details, although important for safety, do not directly impact the financial aspects covered in travel claims. Thus, detailing family members traveling with the service member is the most pertinent and critical information required for the travel claim.

6. Which of these factors does NOT influence Navy career advancement?

- A. Completion of required training**
- B. Personal charisma**
- C. Command recommendations**
- D. Performance assessments**

In the context of Navy career advancement, personal charisma does not have a direct or measurable impact on an individual's career progression. While personal charisma might help in networking or establishing personal relationships, it is not an official criterion used for evaluating a sailor's readiness for advancement. Advancement in the Navy is heavily influenced by objective factors such as completion of required training, command recommendations, and performance assessments. Completion of required training ensures that personnel possess the necessary skills and qualifications for their position and advancement. Command recommendations serve as endorsements from superior officers, reflecting a sailor's performance and potential for growth. Performance assessments provide an evaluative framework that quantifies an individual's contributions and effectiveness in their role, further influencing advancement considerations. These factors are all rooted in documented performance and standards set forth by Navy regulations, making them critical components in the promotion process.

7. What is the purpose of the Sponsorship Program in the Navy?

- A. To assist new personnel in acclimating to their new duty stations**
- B. To provide financial support for career development**
- C. To prepare personnel for deployment**
- D. To facilitate networking opportunities**

The Sponsorship Program in the Navy is designed primarily to assist new personnel in acclimating to their new duty stations. This program pairs incoming members with a sponsor, typically a more experienced sailor at the same command, who can provide guidance and support during this transitional period. The sponsor helps the new arrival understand the command's environment, culture, and expectations, making the adjustment to a new setting smoother. This support can include advice on local amenities, procedures, and resources available in the area, ultimately aiding in their successful integration into the new command. While other options may touch on important aspects of a military career, they do not encapsulate the primary function of the Sponsorship Program. For instance, financial support for career development and preparation for deployment are handled through different avenues within Navy resources, while networking opportunities can emerge organically but are not the focus of the Sponsorship Program itself.

8. What is the purpose of a performance evaluation in the Navy?

- A. To assess physical fitness**
- B. To determine promotion eligibility**
- C. To evaluate job performance and readiness**
- D. To confirm training completion**

The purpose of a performance evaluation in the Navy is primarily to evaluate job performance and readiness. This evaluation process is essential as it provides a comprehensive assessment of an individual's strengths, competencies, and areas for improvement in their specific roles and responsibilities. Such evaluations help ensure that personnel are not only meeting the operational standards required but are also prepared for future challenges and responsibilities they may face in their career. Through performance evaluations, leaders can identify those who excel in their duties, which assists in making informed decisions regarding training needs, potential advancement opportunities, and overall personnel development. It serves as a critical tool for fostering a culture of accountability and excellence within the ranks. While related factors such as promotion eligibility or training confirmation may play a role in the overall assessment processes, the core function of performance evaluations remains focused on readying personnel through constructive feedback on job performance. This focus is crucial for maintaining a high level of operational readiness and effectiveness within the Navy.

9. What does the term "attrition" refer to in a military personnel context?

- A. The accumulation of new personnel in the ranks**
- B. The reduction of personnel due to various factors**
- C. The promotion of enlisted staff to higher ranks**
- D. The training processes of military personnel**

In the context of military personnel, "attrition" refers specifically to the reduction of personnel due to various factors. This can include factors such as retirement, medical discharges, resignations, or other reasons that lead to personnel leaving the service. Understanding this term is vital as it impacts the strength and readiness of military forces. This is crucial for military planning and resource allocation, as fluctuations in personnel numbers can affect everything from operational capability to budget considerations. While the other options involve different aspects of military personnel management—like adding new members to the ranks, promoting individuals, or providing training—they do not capture the essence of what attrition signifies in this context.

10. What role do Personnel Consultants play in the Navy?

- A. Coordinate leave schedules**
- B. Advise on personnel policies**
- C. Execute disciplinary actions**
- D. Conduct physical training**

Personnel Consultants play a crucial role in advising command leadership and service members on personnel policies and procedures within the Navy. This expertise ensures that all personnel-related decisions align with established regulations and standards. By keeping up to date with the latest personnel policies, Consultants provide guidance on a wide range of issues, such as promotions, evaluations, and career development. Their advisory capacity also includes educating service members about their rights and responsibilities, career options, and benefits. This helps enhance understanding and compliance with the complex landscape of military personnel management. In contrast, coordinating leave schedules, executing disciplinary actions, and conducting physical training are typically handled by other specific roles within the Navy's personnel structure. For instance, those actions fall under the purview of commands, discipline officers, and physical fitness leaders, rather than the advisory functions carried out by Personnel Consultants. This distinction highlights the specialized role of Personnel Consultants in shaping and supporting the Navy's personnel policies.

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://usnpersonnelspecialist.examzify.com>

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