

Overview

Simulated data entry test that measures the ability to process payables and vendor invoices.

Relevant Job Roles	Accounts Payable Specialist, Bookkeeping, Accounting, and Auditing Clerk, Statement Clerk, Billing, Cost, and Rate Clerks
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Details

Language	English (US)
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Average Testing Time (minutes)	08 minutes
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Allowed Time (minutes)	10 minutes
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Maximum Number of Questions	03 questions
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Number of Sittings	One
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Test Type	Simulation
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Sector	Accounting and Finance
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Scores Reported	• Overall Score
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O*NET Competency	Economics and Accounting
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Knowledge, Skills, Abilities And Competencies Measured

The following areas are covered:

- Purchase orders
- Invoices and claims
- Expense vouchers