

dt. 18/05/23

QUESTION BOOKLET

Max Time : 1 hour



Roll No.

Name

Instructions to Candidates:

1. The test booklet (8 numbered pages, comprising 6 typed and 2 blank pages) contains (i) 50 multiple choice questions (MCQs) each with one correct answer carrying ONE mark

(TOTAL = 50 MARKS: TIME = 1 HOUR)

2. The MCQ answers are to be entered into the OMR sheet. Additional blank pages are available at the end of this booklet for rough notings / calculations etc. The candidates may note that NO additional sheets will be provided.

3. Please mark your answers in BLACK pen

Signature of the candidate

Signature of the Invigilator

OFFICE USE

Roll No.	Marks obtained

Signature of the Evaluator

Indian Institute of Science Education & Research (IISER), Mohali

QUESTION BOOKLET for the written test for the post of Junior Office Assistant

1. According to NEP 2020, what is the full form of ECCE?
 - A. Education of a caring child in elementary class
 - B. Elementary classes of child education
 - C. Education classes for caring early childhood
 - D. Early Childhood Care and Education
2. The full form of HEFA, a joint venture company of Ministry of Education GoI and Canara Bank, is
 - A. Higher Education Funding Agency
 - B. High Education Finance Agency
 - C. Higher Education Financing Agency
 - D. Higher Education Finance Agency
3. Which is the largest gland in human body?
 - A. Liver
 - B. Thyroid
 - C. Pituitary
 - D. Salivary gland
4. The Union Budget announced a Mission to eliminate Sickle Cell Anaemia by which year?
 - A. 2025
 - B. 2030
 - C. 2035
 - D. 2047
5. Government e-Marketplace [GeM] has partnered with which institution for mobilisation of women-led MSMEs and entrepreneurs?
 - A. NABARD
 - B. SIDBI
 - C. SEWA
 - D. Ministry of Panchayati Raj
5. A boat can travel with a speed of 13 km/hr in still water. If the speed of the stream is 4 km/hr, find the time taken by the boat to go 68 km downstream.
 - A. 2 hours
 - B. 3 hours
 - C. 4 hours
 - D. 5 hours
7. One New York publisher has estimated that 50,000 to 60,000 people in the United States want an anthology that includes the complete works of William Shakespeare. And what accounts for this renewed interest in Shakespeare? As scholars point out, his psychological insights into both male and female characters are amazing even today. This paragraph best supports the statement that
 - A. Shakespeare's characters are more interesting than fictional characters today.
 - B. People even today are interested in Shakespeare's work because of the characters.
 - C. Academic scholars are putting together an anthology of Shakespeare's work.
 - D. New Yorkers have a renewed interest in the work of Shakespeare.
8. In the first 10 overs of a cricket game, the run rate was only 3.2. What should be the run rate in the remaining 40 overs to reach the target of 282 runs?
 - A. 6.25
 - B. 6.75
 - C. 6.5
 - D. 7
9. In 100 m race, A covers the distance in 36 seconds and B in 45 seconds. In this race A beats B by:
 - A. 20m
 - B. 25m
 - C. 22.5m
 - D. 9m
10. 14 expressed as a per cent of 1.9 is:
 - A. 6%
 - B. 10%
 - C. 60%
 - D. 90%
11. Which word does NOT belong with the others?
 - A. Parsley
 - B. Basil
 - C. Dill
 - D. Mayonnaise

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12. The ratio of income of Chetan and Dinesh is 3:4. The ratio of their expenditure is 5:7. If each of them saves Rs 200, find the income of both ?
- Rs 600, Rs 800
 - Rs 1200, Rs 1600
 - Rs 1500, Rs 1800
 - Rs 2000, Rs 2400
13. The abbreviation URL stands for:
- User Regulation Law
 - Unknown RAM Load
 - Uniform Resource Locator
 - Ultimate RAM Locator
14. Where can you set the shading colour for a range of cells in Excel?
- Choose required color from Patterns tab of Format Cells dialog box
 - Choose required color on Fill Color tool in Formatting toolbar
 - Choose required color on Fill Color tool in Drawing toolbar
 - All of above
15. How many bits is a byte?
- 4
 - 8
 - 16
 - 32
16. Change into passive:
Kiran asked me, "Did you see the Cricket match on television last night?"
- Kiran asked me whether I saw the Cricket match on television the earlier night.
 - Kiran asked me whether I had seen the Cricket match on television the earlier night.
 - Kiran asked me did I see the Cricket match on television the last night.
 - Kiran asked me whether I had seen the Cricket match on television the last night.
17. Rajeev failed in the examination because none of his answers were _____ to the questions asked.
- allusive
 - revealing
 - pertinent
 - referential
18. Despite his best efforts to conceal his anger
- we could detect that he was very happy
 - he failed to give us an impression of his agony
 - he succeeded in camouflaging his emotions
 - people came to know that he was annoyed
19. Out of the given options, choose the word which expresses the closest meaning of the word "Reticence"
- Reserve
 - Sincerity
 - Frankness
 - Generosity
20. Indicate the error in the sentence:
It was him / who came / running / into the classroom.
- It was him
 - who came
 - running
 - into the classroom
21. Give one word for the following:
Regard for others as a principle of action
- Cynicism
 - Nepotism
 - Philanthropy
 - Altruism
22. Find the correct spelt word.
- Averisious
 - Avericious
 - Avaricious
 - Avarisious
23. Select the pair which has the same relationship.
DIVA : OPERA
- producer:theatre
 - director:drama
 - conductor:bus
 - thespian:play

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24. Select the most appropriate meaning of the giving phrase/idiom:

"To get cold feet"

- A. Drenched
- B. Fear
- C. Felicitate
- D. Fever

25. Identify the tense used in the underlined phrase. "By the time I was informed, the registrations had been closed."

- A. A Past perfect tense
- B. B Present perfect tense
- C. C Past indefinite tense
- D. D Present indefinite tense

26. Fill in the blank- "How many students in your class _____ from Korea?"

- A. Comes
- B. came
- C. Come
- D. Are coming

27. "Liz stayed an actress". What is the predicate noun?

- A. Stayed
- B. Liz
- C. An
- D. Actress

28. Cannon had _____ unique qualities _____ it was used widely in ancient times.

- A. such, that
- B. such, so
- C. that, since
- D. that, that

29. Change the voice:

Rajan said, "O that I were a child again!"

- A. Rajan exclaimed with wonder that he was a child again.
- B. Rajan wondered that were he a child again.
- C. Rajan strongly wished that he had been a child again.
- D. Rajan prayed that he were a child again.

30. Choose the option which best expresses the opposite meaning or Antonym of the given word – "Encomium"

- A. Hyper-criticism
- B. Diffidence
- C. Unethical
- D. Meager

31. Under which Rule is pay fixation done when a Government servant is promoted from one post to another post involving higher responsibilities?

- A. FR 22 (I) (a) (1)
- B. FR 20
- C. FR 19
- D. FR 21

32. Time limit for filing second appeal under sub-section (3) of Section 19 is:

- A. 10 days from the receipt of FAAs decision
- B. 90 days from the receipt of FAAs decision
- C. 40 days from the receipt of FAAs decision
- D. 30 days from the receipt of FAAs decision

33. The following is included in self assessment done by a government employee in the APAR?

- (i) Details of duty and the charges fixed for the same
- (ii) Achievements against each of the targets earmarked for the same
- (iii) Achievements and obstacles faced in achieving the goals

Which of the above are true ?

- A. Only (ii) & (iii)
- B. Only (i) & (iii)
- C. Only (ii)
- D. (i), (ii) & (iii)

34. Where a reporting / review officer retires, for the subordinate employees how long should the APAR be written?

- A. Within 1 month of his retirement
- B. Within 2 month of his retirement
- C. Within 3 month of his retirement
- D. No APAR

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35. Is there any maximum limit on the sum of pay and NPA? If yes, what is the limit?
- A. No limit
B. Yes, ₹2,50,000
C. Yes, ₹2,37,500
D. Yes, ₹5,00,000
36. A Lien of a Government servant to a post shall not be retained when:
(i) he proceeds on immediate absorption outside his cadre
(ii) on deputation beyond the maximum period.
Which of the following is correct?
- A. (ii)
B. (i)
C. (i) & (ii)
D. None of these
37. What is the maximum number of days of EL that can be granted to a Government servant at a time in one spell?
- A. 90 Days
B. 120 Days
C. 150 Days
D. 180 Days
38. Prohibition of sexual harassment of working women defined in _____ of CCS Conduct rules.
- A. Sec 3-A
B. Sec 3-B
C. Sec 3-C
D. Sec 3-D
39. Mark the correct option
- A. Prior permission is required to join Bharat sevak samaj
B. Participation of Govt servants in the Indo-Foreign cultural organizations to be avoided
C. Prior permission necessary to join foreign language classes conducted by Indo-foreign cultural organizations.
D. All the above
40. When will the personal pay be granted to the official for passing the Hindi examination?
- A. From the date of declaration of result
B. Date of issue of order for grant of personal pay
C. From the date of examination
D. The first of the month following the month in which results of examination are announced
41. A Central Government servant drawing pay in the Pay Matrix in Level-5 @ ₹44,100 was deputed to another Central Government Office in the Pay Level 6 on 25-07-2019 for a period of 3 years. What will be his pay fixed, as of 25-07-2019?
- Consecutive vertical cell range in Pay level 5 is: ₹ 44,100 > ₹ 45,400 > ₹ 46,800 > ₹ 48,200
- Consecutive vertical cell range in Pay level 6 is: ₹ 43,600 > ₹ 44,900 > ₹ 46,200 > ₹ 47,600
- A. ₹45,400
B. ₹46,200
C. ₹44,900
D. ₹44,100
42. A Government servant is transferred from one office to another office in the same department in the same station. Can the Government servant avail Joining Time?
- A. One Day Joining Time is admissible
B. Usual joining time as per transfer
C. No Joining Time is admissible
D. Actual time taken to join will be treated as joining time
43. If the child of an employee is admitted in the same class in another school, although the child has passed out of the same class in previous school or in the mid-session, whether Children Education Allowance (CEA) is reimbursable?
- A. Yes
B. No
C. Reimbursable with the concurrence of administrative Ministry
D. None of the above

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44. Which Rule of GFR 2017 contains "Delegation of Financial Powers"?

- A. Rule 17
- B. Rule 21
- C. Rule 23
- D. Rule 44

45. Identify the wrong statement in respect of the retention of Government accommodation by a Government servant proceeding on deputation for training abroad?

- A. Government servant can retain the accommodation if he completes the training abroad irrespective of the duration.
- B. Where period of deputation is more than six months, he shall be charged license fee at market rate.
- C. Government servant proceeding on deputation abroad can retain the accommodation allotted to him for a maximum period of six months.
- D. The licence fee for the period of deputation will be the same rate at which it would have been charged had he not gone on deputation

46. Foreign service means service in which a Government servant receives his pay with the sanction of the Government from:

- (i) The Consolidated Fund of a State
- (ii) The Consolidated Fund of India
- (iii) The Consolidated Fund of Union Territory

- A. Any source other than (i) (ii) & (iii)
- B. (ii)
- C. Any source other than (iii)
- D. (i)

47. A Medical Officer of a Central Government department is drawing a basic pay in Level 10 at ₹73,200 during April-2019. What is his Quantum of NPA for that month?

- A. ₹ 14640
- B. ₹ 10980
- C. ₹ 18300
- D. None of these

48. Employees are encouraged to book flight tickets at least _____ days prior to the intended date of travel on tour and LTC

- A. Seven
- B. Fifteen
- C. Twenty One
- D. Thirty

49. If a bidder has breached the integrity a procuring entity may debar the bidder from participating in its procurements for a period not exceeding:

- A. 5 years
- B. 3 years
- C. 2 years
- D. 6 months

50. What shall form a quorum for a meeting of the Board of Governors, as per Act.

- A. One third of the total members
- B. One third of the total members including one member from outside the Institute
- C. One half of total members including one member from outside the Institute
- D. None of the above