

Syllabus for the post of Assistant

| Sl No. | Topics | Marks for each topic |
|--------|--|----------------------|
| 1 | <p style="text-align: center;">Computer Literacy</p> <ul style="list-style-type: none"> -Basic Computers Skills. - MS Office, word(Operations in letter typing etc). Excel(Report Formating Futures etc). Power Point Presentations. Outlook Express or email handlings. MS Access or Data Base Basic Concepts, emails. Operating system. Application packages etc. | 20 |
| 2 | <p style="text-align: center;">Basic Maths (Any Degree Level) Quantative aptitude</p> <ul style="list-style-type: none"> - Number System -Decimals - Fractions - Simplifications - HCF & LCM - Ratio & Proportion - Percentage - Partnership - Average - Profit & Loss - Simple Interest & Compound Interest - Time & Work - Time & Distance - Data Interpretation (Graphs and Tables) - Logical thinking - Basic Algebra - Trigonometry etc - Square Root & Cube Root | 30 |
| 3 | General Knowledge & Current Affairs | 25 |
| 4 | <p style="text-align: center;">General English (Degree Level)</p> <ul style="list-style-type: none"> - English grammer - Vocabulary - Spelling - Synonyms - Antonyms - Power to understand and comprehend English language and ability to discriminate between correct and incorrect usage - Paragraph construction | 25 |

SAMPLE QUESTIONS FOR THE POST OF ASSISTANTS

1. Which of the following is the primary job carried out by the operating system of a computer?
 - a. Manage resources\$
 - b. Exhaust resources
 - c. Enumerate resources
 - d. Eliminate expensive resources

2. What is the language used by most of the DBMSs for helping their users to access data?
 - a. Query language\$
 - b. PL/1
 - c. C++
 - d. Basic

3. One third of an integer is smaller than half of its predecessor by 2. Find the integer.
 - a. 7
 - b. 15 \$
 - c. 4
 - d. None of these

4. A and B invest in a business in the ratio of 3 : 2. If 5% of the total profit goes to charity and A's share is Rs. 855, then what is the total profit?
 - a. Rs. 1425
 - b. Rs. 570
 - c. Rs. 1500\$
 - d. Rs. 1710

5. A bus travels a distance of 40 km at an average speed of 100 km/hr. Then it travels another 40 km with an average speed of 60 km/h. What is the average speed of the bus for the total distanced covered?
 - a. 80 km/hr
 - b. 70 km/hr
 - c. 66.67 km/hr
 - d. None of these \$

6. If $9x + 5x + 3x + 4x = 63$, the $5x + 3 =$
 - a. 16
 - b. 27
 - c. 18 \$
 - d. 36

7. Animal fibres are made up of
- Polyolefin
 - Acrylic
 - Polyester
 - Proteins \$
8. Which one of the following metals cannot be used to make wires?
- Gold
 - Copper
 - Mercury \$
 - Silver
9. Odometer is to mileage as compass is to
- Magnet
 - Sea voyage
 - Needle
 - Direction \$
10. Which is the correct sequence of the following sentences so they read as a meaningful paragraph?
- After Examining him, the doctor took out a syringe saying that Dhanvin needs an injection.
 - His mother immediately called the doctor from the neighboring apartment.
 - Dhanvin wanted to skip the school on that particular day and so, pretended to be sick.
 - Immediately, Dhanvin got up from his bed and said that he is feeling fine.
- a. 3,2,1,4\$ b. 2,3,1,4 c. 3,1,2,4 d. 1,2,3,4

Syllabus for the post of Junior Assistant

| Sl No. | Topics | Marks for each topic |
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| 1 | <p style="text-align: center;">/Computer Literacy</p> <ul style="list-style-type: none"> -Basic Computers Skills - MS Office. word(Operations in letter typing etc). Excel(Report Formating Futures etc). Power Point Presentations, Outlook Express or email handlings, MS Access or Data Base Basic Concepts, emails etc. | 20 |
| 2 | <p style="text-align: center;">Basic Maths (PUC Level) Quantative aptitude</p> <ul style="list-style-type: none"> - Number System -Decimals - Fractions - Simplifications - HCF& LCM - Ratio & Proportion - Percentage - Partnership - Average - Profit & Loss - Simple Interest & Compound Interest - Time & Work - Time & Distance - Data Interpretation (Graphs and Tables) - Square Root & Cube Root - Basic Algebra | 30 |
| 3 | General Knowledge & Current Affairs | 25 |
| 4 | <p style="text-align: center;">General English (PUC Level)</p> <ul style="list-style-type: none"> - English grammer - Vocabulary - Spelling - Synonyms - Antonyms - Power to understand and comprehend English language and ability to discriminate between correct and incorrect usage | 25 |

SAMPLE QUESTIONS FOR THE POST OF JUNIOR ASSISTANTS

1. Which of the following is an "Input device" for the computer?
 - A. Plotter
 - B. 3-D printer
 - C. LED TV
 - D. Light pen\$

2. What is the standard code used by the computer industry to represent characters?
 - A. ASCII\$
 - B. ASKII
 - C. BASCI
 - D. ACCSI

3. A car starts from Bangalore and travels 80 km to a point X. Immediately it turns around, and returns to Bangalore. If it took 4 hours for the round trip, what is the average speed of the car for the entire trip?
 - A. 50 km/hr
 - B. 25 km/hr
 - C. 100 km/hr
 - D. None of these\$

4. Select the next number in the series 5, 10, 16, 23, 31, ...
 - A. 49
 - B. 50
 - C. 40\$
 - D. 47

5. If a cyclist is moving with a uniform speed of 18 km/hr., what is the speed in m/s?
 - A. 18 m/s
 - B. 1.8 m/s
 - C. 5 m/s\$
 - D. 9 m/s

6. What is the difference between the simple interest and the compound interest at 20% per annum for 5 years if the principal amount is Rs. 100,000?
 - A. Rs. 48,832 \$
 - B. Rs. 38,832.50
 - C. Rs. 100,000
 - D. Rs. 10,000

7. The ozone layer protects the earth from exposure to which of the following?
- A. Microwaves
 - B. X-rays
 - C. Ultraviolet radiation
 - D. CO₂
8. The Sivasamudram falls are located on
- A. Kaveri river
 - B. Hemavathi river
 - C. Harangi river
 - D. Arkavati river
9. Which of the following best expresses the meaning of the word, "Alert"?
- A. Intelligent
 - B. Sleepless
 - C. Watchful
 - D. Careful
10. Which of the following is spelt correctly?
- A. Forign
 - B. Foreign
 - C. Forine
 - D. Phoren