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NCSM
Office Asst.
Previous Year Paper
2021



REGIONAL SCIENCE CENTRE, BHUBANESWAR

Written Test for Recruitment of Office Assistant Gr. III

Adv. 04/2021

C

A. Select the correct answer :

(20 × 1 = 20)

1. A stands for 'addition', B for 'subtraction', C for 'division', D for 'multiplication', E for 'less than', F for 'greater than' and G for 'equal to'. Out of the alternatives only one expression is correct according to the letter symbols. Identify that.
(a) 18 C 2 A 4 B 6 G 9 (b) 6 D 4 B 12 A 4 C 2 F 18
(c) 10 C 2 D 4 B 6 E 12 (d) 9 A 7 B 4 C 2 G 14
2. If $7 \times 8 = 49$, $4 \times 4 = 12$ and $6 \times 4 = 18$, what will 9×6 be?
(a) 54 (b) 50 (c) 45 (d) None of the above
3. The brother of A is F, the daughter of A is C, the sister of F is K and the brother of C is M, then who is the uncle of M?
(a) F (b) C (c) K (d) A
4. Oasis : Desert :: ? : Sea ?
(a) Island (b) Peninsula (c) Backwaters (d) Cliff
5. In a zoo, there are Rabbits and Pigeons. If heads are counted, there are 200 and if legs are counted, there are 580. How many Pigeons are there ?
(a) 90 (b) 100 (c) 110 (d) 120
6. There are some boys and dogs at a place. If total number of heads is 7 and total number of legs is 20, how many boys and how many dogs are there?
(a) 2 boys and 5 dogs (b) 3 boys and 4 dogs (c) 4 boys and 3 dogs (d) 5 boys and 2 dogs
7. The age of Lalita's father today is four times as that of her age. After 8 years, the age of her father will be three times that of her age. What is Lalita's age today ?
(a) 24 years (b) 20 years (c) 18 years (d) 16 years
8. In a joint family, there are father, mother, 3 married sons and one unmarried daughter. Of the sons, 2 have 2 daughters each and one has a son. How many female members are there in the family ?
(a) 6 (b) 7 (c) 8 (d) 9
9. Pradip ranked sixteenth from the top and twenty-ninth from the bottom among those who passed an examination. Six boys did not participate in the competition and five failed in the examination. How many boys were there in the class ?
(a) 44 (b) 50 (c) 55 (d) 40
10. In a code language 123 means 'hot filtered coffee', 356 means 'very hot day', 589 means 'day and night'. Which numerical stands for 'very'?
(a) 5 (b) 6 (c) 8 (d) 9
11. If 'white' is called 'blue', 'blue' is called 'red', 'red' is called 'yellow', 'yellow' is called 'green', 'green' is called 'black', 'black' is called 'violet' and 'violet' is called 'orange', then what would be the colour of human blood?



- (a) Red (b) Green (c) **Yellow** (d) Violet
12. In the year 1996, the Republic Day was celebrated on Friday. On which day was the Independence Day celebrated in the year 2000?
- (a) Monday (b) **Tuesday** (c) Friday (d) Saturday
13. From the given alternatives, select the word which cannot be formed using the letters of the given word.
- IMPASSIONABLE**
- (a) IMPASSABLE (b) IMPOSSIBLE (c) **IMPASSIVE** (d) IMPASSION
14. Arrange the words in a logical sequence and select the right sequence.
- (i) Probation (ii) Interview (iii) Selection
(iv) Appointment (v) Advertisement (vi) Application
- (a) (v), (vi), (ii), (iii), (iv), (i) (b) (v), (vi), (iii), (ii), (iv), (i)
(b) (v), (vi), (iv), (ii), (iii), (i) (d) (vi), (v), (iv), (ii), (iii), (i)
15. Find the missing number in the following question.
- | | | |
|---|---|---|
| 3 | 6 | 8 |
| 5 | 8 | 4 |
| 4 | 7 | ? |
- (a) 6 (b) 7 (c) 8 (d) 9
16. In the given number series, one term is wrong. Find the wrong term.
- 24, 27, 31, 33, 36
- (a) 33 (b) **31** (c) 27 (d) 24
17. Which set of letters, when sequentially placed at the gaps in the given letter series, shall complete it?
- ___ c b ___ c a b ___ b a c a ___ c b a ___ a b
- (a) c a b c b (b) a b c c b (c) **b a c b c** (d) b c a b a
18. Sunil walks 20 mtr. North. Then, he turns right and walks 30 mtr. Then, he turns right and walks 35 mtr. Then, he turns left and walks 15 mtr. Then, he again turns left and walks 15 mtr. In which direction and how many metres away is he from his original position?
- (a) 15 mtr. West (b) 30 mtr. East (c) 30 mtr. West (d) **45 mtr. East**
19. Geeta is taller than Sita but she is not taller than Lata. Mita is shorter than Lata but taller than Geeta. If Lata is the tallest among them, then who is the shortest?
- (a) Geeta (b) Mita (c) **Sita** (d) Cannot be ascertained
20. In a survey of a locality, it was found that 65% of the people have TV, 40% have Radio and 25% have both TV and Radio. What per cent of the people have neither TV nor Radio?
- (a) 5% (b) 10% (c) 15% (d) **20%**
- B. Choose the correct answer from the options given below : (20 X 1 ½ = 30)**
21. In a lot of 154 shirts of white, yellow and blue colour, there are 3 less white coats than yellow coats but 5 more white coats than blue coats. How many yellow coats are there?

- (a) 62 (b) 58 (c) 55 (d) 72
22. In a town with population of 4000, 3000 people are egg eaters, 2000 meat eaters and 1500 eat both egg and meat. How many are pure vegetarians?
- (a) 500 (b) 1000 (c) 400 (d) 1500
23. In an examination, 60% of the candidates passed in English and 70% of the candidates passed in Mathematics, but 20% failed in both of these subjects. If 2500 candidates passed in both the subjects, the number of candidates that appeared at the examination was –
- (a) 3000 (b) 3500 (c) 4000 (d) 5000
24. The length of a rectangle is increased by 10% and breadth decreased by 10%. Then, the area of the new rectangle is –
- (a) neither decreased nor increased (b) increased by 1%
(c) decreased by 1% (d) decreased by 10%
25. The average of marks of 14 students calculated as 71. But, it was later found that the marks of one student had been wrongly entered as 42 instead of 56 and of another as 74 instead of 32. The correct average is –
- (a) 67 (b) 68 (c) 69 (d) 71
26. Rs.395/- are divided among A, B and C in such a manner that B gets 25% more than A and 20% more than C. The share of A will be –
- (a) Rs.195/- (b) Rs.180/- (c) Rs.98/- (d) Rs.120/-
27. The ratio of alcohol and water in 40 ltr. of mixture is 5 : 3. If 8 ltr. of mixture is removed and replaced with water, then the ratio of the alcohol and water in the resultant mixture is –
- (a) 1 : 2 (b) 1 : 1 (c) 2 : 1 (d) 1 : 3
28. A sum of money invested at compound interest amount to Rs.5,850/- at the end of 2 years and to Rs.5,908.50 at the end of 3 years. The rate of interest is –
- (a) 1% (b) 2% (c) 3% (d) 4%
29. A sum of money placed at compound interest doubles itself in 5 years. It will amount to 8 times itself at the same rate of interest in –
- (a) 7 years (b) 10 years (c) 15 years (d) 20 years
30. By selling 12 apples for Rs.10/-, a man losses 20%. How many apples for Rs.10/-, should he sell to get a gain of 20%?
- (a) 9 (b) 10 (c) 7 (d) 8
31. Rohit buys a almirah for Rs.450/- and spends Rs.30/- on its transportation. If he sells the almirah for Rs.600/-, his gain per cent will be –
- (a) 30 (b) 25 (c) 28 (d) 24
32. If 6 men and 8 boys can do a piece of work in 10 days and 26 men and 48 boys can do the same in 2 days, the time taken by 15 men and 20 boys to do the same type of work will be –
- (a) 4 days (b) 5 days (c) 6 days (d) 7 days

33. A boat running downstream covers a distance of 20 km in 2 hr., while it covers the same distance upstream in 5 hr. Then, the speed of the boat in still water is –
 (a) 7 km/hr. (b) 8 km/hr. (c) 9 km/hr. (d) 10 km/hr.
34. A train travelling with constant speed crosses a 96 mtr. long platform in 12 sec. and another 141 mtr. long platform in 15 sec. The length of the train and its speed are –
 (a) 64 mtr. and 44 km/hr. (b) 64 mtr. and 54 km/hr.
 (c) 84 mtr. and 54 km/hr. (d) 84 mtr. and 60 km/hr.
35. A policeman starts to chase a thief. When the thief goes 10 steps, the policeman moves 8 steps. 5 steps of the policeman is equal to 7 steps of the thief. The ratio of the speeds of the policeman and the thief is –
 (a) 25 : 28 (b) 25 : 26 (c) 28 : 25 (d) 56 : 25
36. Two pipes A and B can fill a water tank in 20 min. and 24 min. respectively and a third pipe C can empty at the rate of 3 gallons per minute. If A, B and C opened together fill the tank in 15 min., the capacity (in gallons) of the tank is –
 (a) 180 (b) 150 (c) 120 (d) 60
37. If the price of milk is raised by 25%, find by how much percent a householder must reduce his consumption of milk so as not to increase his expenditure?
 (a) 10 (b) 20 (c) 18 (d) 25
38. In an election, a candidate who gets 84% of the votes is elected by a majority of 476 votes. What is the total number of votes polled?
 (a) 600 (b) 700 (c) 800 (d) 900
39. A bag contains Rs.187/- in the form of 1 rupee, 50 paise and 10 paise coins in the ratio 3 : 4 : 5. The number of 1 rupee coins is –
 (a) 102 (b) 136 (c) 170 (d) 132
40. The population of a town is 15000. If the number of males increases by 8% and that of females by 10%, then the population would increase to 16300. Find the number of females in the town.
 (a) 4000 (b) 6000 (c) 3000 (d) 5000

C. In the following questions, choose the word which completes each sentence logically. (5 × 1 = 5)

41. The agenda for the meeting is _____ the notice.
 (a) forwarded in (b) subscribed to (c) enclosed with (d) delivered as
42. There was some _____ between the member's version and the committee's version.
 (a) discourse (b) discrepancy (c) certainty (d) recurrence
43. The metal and mineral sector _____ currently highly volatile.
 (a) are (b) is (c) was (d) were
44. Tarun willingly _____ my request for financial assistance.

- (a) complied to (b) complied on **(c) complied with** (d) complied for
45. Mr. Mishra _____ to be a close relative of ours.
- (a) turned out** (b) turned in (c) turned up (d) turned about
- D. In the following questions, out of the given four alternatives, select the one which is OPPOSITE in meaning of the given word. (5 × 1 = 5)**
46. Superficial
- (a) Careful (b) Of surface **(c) Thorough** (d) Casual
47. Meticulous
- (a) Unmerited (b) Unimaginative (c) Carefree **(d) Careless**
48. Intentional
- (a) Accidental** (b) Undecided (c) Concentrated (d) Broken
49. Gloomy
- (a) Fragrant **(b) Radiant** (c) Melodious (d) Illusory
50. Consensus
- (a) accept (b) opinion **(c) disagreement** (d) permission
- E. In the following questions, out of the given four alternatives, select the alternative which best expresses the meaning of the Idiom/Phrase. (5 × 1 = 5)**
51. *To have a jaundice eye*
- (a) to have jaundice (b) to have fever **(c) to be prejudiced** (d) to lose colour
52. *To cut the Gordian knot*
- (a) to perform the opening ceremony (b) to be present at the opening ceremony
- (c) to solve a difficult problem** (d) to get a sharp cut
53. *A man of straw*
- (a) a man of no substance** (b) a man without means
- (c) a man of character (d) a generous man
54. *To bury the hatchet*
- (a) to have found a treasure **(b) to make peace**
- (c) to purchase something without discretion (d) to act in a suspicious manner
55. *To bite the dust*
- (a) eat voraciously **(b) to fail** (c) eat roots (d) have nothing to eat
- F. In the following questions, a part of the sentence is printed in bold. Choose the correct alternative to the bold part which may improve the sentence / best expresses the meaning. (5 × 1 = 5)**
56. They **reached at Kolkata** on Monday last.

- (a) reached to Kolkata (b) reached on Kolkata
(c) **reached Kolkata** (d) No improvement
57. I prefer **to ride than to walk**.
(a) ride to walk (b) riding than walking
(c) **riding to walking** (d) No improvement
58. **As he was a braveheart**, Pritam decided to join the army.
(a) though he was a braveheart (b) although he was a braveheart
(c) while he was a braveheart (d) **No improvement**
59. We met a lot of people **at** our holidays.
(a) on (b) in (c) **during** (d) No improvement
60. If he calls again, I am going to give him a piece of my mind.
(a) to be nice to him (b) to take revenge on him
(c) **to reprimand him** (d) to support him
- G. In the following questions, out of the four alternatives, choose the one which can be substituted for the given words / sentences. (5 × 1 = 5)**
61. Capable of being interpreted in two ways
(a) confusing (b) unclear (c) **ambiguous** (d) ambivert
62. A foreigner who settles in a country
(a) **Immigrant** (b) Emigrant (c) Alien (d) Visitor
63. A speech delivered without previous preparation
(a) Soliloquy (b) **Extempore** (c) Rhetoric (d) Expression
64. An inscription on a tomb
(a) crypt (b) obituary (c) legacy (d) **epitaph**
65. Failing to discharge one's duty
(a) debacle (b) **dereliction** (c) determination (d) deterrent
- H. Do as directed. (3×1= 3)**
66. Change the voice of the given sentence and select the correct option.
The curd smelt sour.
(a) The curd is sour when smelt
(b) The curd was sour when it was smelling
(c) **The curd was sour when it was smelt**
(d) The curd is sour when it was smelt
67. Change the narration of the given sentence and select the correct option.

Socrates said, "Virtue is its own reward."

- (a) Socrates said that virtue had its own reward.
(b) Socrates says that virtue is its own reward.
(c) Socrates said that virtue is its own reward.
(d) Socrates said that virtue was its own reward.
68. Change the narration of the given sentence and select the correct option.

The boy pleaded that he had not stolen the book.

- (a) The boy said, "I don't steal the book."
(b) The boy said, "I didn't steal the book."
(c) The boy said, "I hadn't stolen the book."
(d) The boy said, "I haven't stolen the book."

- J. Read the following passage thoroughly and try to understand what it is about. Then fill in the blanks with the help of the alternatives given. (4 × 1/2 = 2)

Dear father,

I hope this letter finds you in good health amidst your hectic office tour. I am sorry to inform you that Rajib (69) with an accident while returning from school yesterday. Our family doctor examined him and found that the bone (70) the knee and the ankle was dislocated and (71) an orthopaedic surgeon reset it and plastered it. Rajib has been advised bed rest for a week. Please don't worry. Mother also feels you need not cancel your tour as there is no (72). We will take care, don't worry. Yours affectionately Sanjib.

- | | | | | |
|-----|------------|---------------|-------------|---------------|
| 69. | (a) met | (b) occurred | (c) meet | (d) suffered |
| 70. | (a) joined | (b) joint | (c) joining | (d) adjoining |
| 71. | (a) later | (b) after | (c) before | (d) hence |
| 72. | (a) urgent | (b) emergency | (c) hurry | (d) urgency |

- K. Write a short essay (in about 150 words) on any one of the following topics : (10 marks)

- (a) A visit to Science Centre
(b) Constitution of India
(c) Impact of Social Media on Youth

- J. Write a letter (in about 100 words) to the Post Master of your area informing him about non-receipt of a call letter for interview which was despatched by UPSC by speed post.

(10 marks)

_____ ○ _____