

Sample Municipal Exam Questions

Multiple Choice

Identify the choice that best completes the statement or answers the question.

Mathematical Problem Solving

1. The floor area of a room 15 feet long and 12 feet wide is
 - a. 130 square feet
 - b. 150 square feet
 - c. 180 square feet
 - d. 210 square feet

Report Writing

2. What is the basic reason for keeping a report on file?
 - a. Any report worth making is worth keeping.
 - b. It is evidence of work accomplished.
 - c. It may be needed for reference at a future time.
 - d. It represents the progress that the department has made.

Names and Numbers Accuracy

Each of the following groups of names or numbers is a separate problem. For each group, count the number of pairs that are EXACTLY alike. On the answer sheet, indicate the NUMBER of exactly alike pairs.

3.

64273964	_____	64723964
21414762	_____	21414762
51917467	_____	51917467
39260259	_____	39260259
10183576	_____	10183756

 - a. ONE pair is exactly alike
 - b. TWO pairs are exactly alike
 - c. THREE pairs are exactly alike
 - d. FOUR pairs are exactly alike

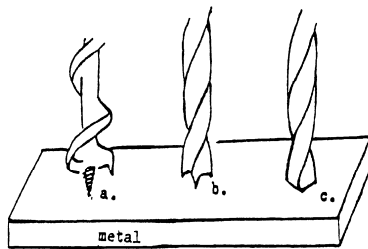
Grammar

Indicate which word or phrase makes the sentence more correct and expresses the intended thought more clearly. Where more than one form is acceptable, select the one that is the best business usage.

4. If I _____ you, I'd go.
- a. were
 - b. was
 - c. is
 - d. tis

Mechanical Reasoning

5. From the picture below, which choice is most correct.



- a. a
- b. b
- c. c
- d. all of the above

Deductive Reasoning

Driver Daily Check List and Report Form		OK	Wear	Need Service
		Visible Damage		X
Driver	Henry Miller	Odometer	X	
Date	Oct, 8	Lights & Reflectors		X
Vehicle	Pick-up	Tires & Wheels		X
Dept.	Streets	Wipers/Washers/Horn	X	
Vehicle Usage	Picked up Cement	Brakes	X	
Remarks:	Hit post & damaged front Head light	Battery/Oil	X	
		Clutch/Transmission	X	
		Radio	X	
		Safety Devices	X	
		Appearance/Clean	X	
		Other: Check anti-freeze		
Operator	Foreman: Joe Goodman			

Based on the Driver Daily Check List and Report Form above, answer the following questions.

6. Which of the following items needs to be checked?
- anti-freeze
 - odometer
 - tires and wheels
 - radio

Inductive Reasoning

7. "Sunnydale is a city where many residents are acquainted with one another. Your job may bring you in contact with confidential matters of many types, and you are cautioned to use good judgment in your conversation at all times. Guard carefully personal information concerning other people, including information that concerns your fellow employees. We depend on you to protect the public against improper discussion or release of information. This is a professional or moral obligation on your part as an employee."

Which of the following statements best describes the meaning of the above paragraph?

- employees should not talk about confidential information
- employees should protect the public against misinformation
- professional employees are under great moral obligations
- employees should guard carefully against talking to residents

The questions in the sections below are examples of questions that will appear when a job requires specific job knowledge.

Custodial

8. Which of the following is **TRUE** regarding vacuum cleaners?
- a. A vacuum cleaner should be used to clean hardwood floors.
 - b. A vacuum cleaner will remove oil stains from hardwood floors.
 - c. A vacuum cleaner operates by blowing the dust out of the carpets.
 - d. None of the above are true.

Electrical Line Maintenance

9. In which of the following circumstances would it **NOT** be necessary to report that an oil circuit breaker was in bad condition?
- a. The oil gauge shows "empty".
 - b. The oil in the gauge is badly discolored.
 - c. The circuit breaker throws a small amount of oil on heavy short circuit.
 - d. The circuit breaker cannot be operated manually.

Transportation and Traffic Analysis

10. A survey of parking facilities available on the fringe of a central business district probably would _____.
- a. be useful for ten years or more, barring major changes in the design of vehicles
 - b. be useful for several years, barring major changes in the location of business, industrial or residential areas
 - c. be of value only if repeated at frequent intervals
 - d. need to be repeated only if there are complaints of insufficient parking spaces

Answer Key

1. ANS: C
2. ANS: C
3. ANS: C
4. ANS: A
5. ANS: C
6. ANS: A
7. ANS: A
8. ANS: D
9. ANS: C
10. ANS: C