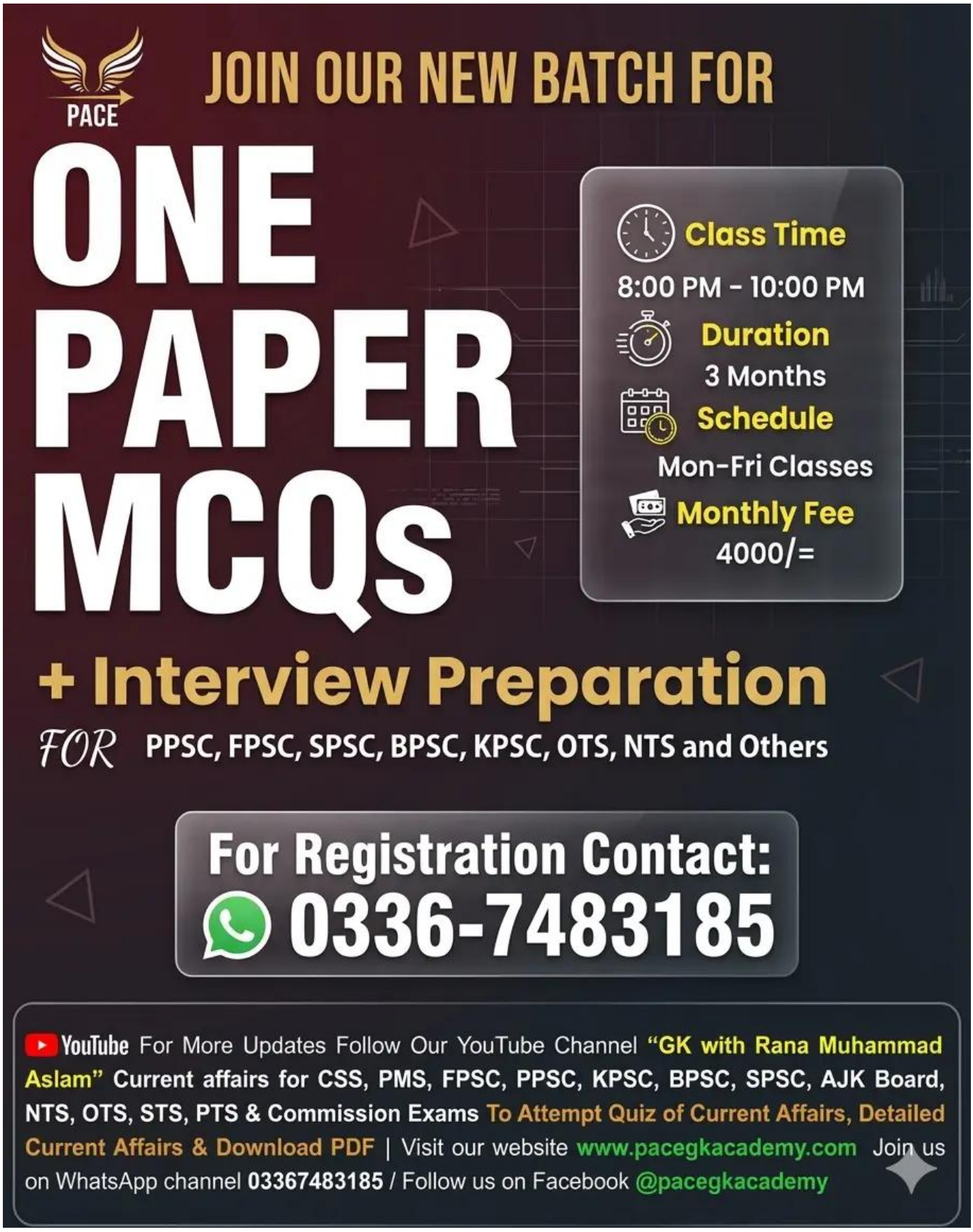
Junior Clerk

(Services and General Administration)



Junior Clerk

Q.1: The Famous Pakistani cricketer, Shahid Afridi made a world record of fastest Hundred in just_____ balls.
A. 25
B. 35
C. 27
D. **37**

Q.2: In Volley Ball how long does each player have to warm up the ball and themselves before a match (on the match court)?
A. 1 minute
B. **3 minutes**
C. 5 minutes p
D. 2 minutes

Q.3: Which one is a famous city of Australia?
A. Milan
B. **Sydney**
C. Osaka
D. Seoul

Q.4: Saint Petersburg is a famous city of:
A. UK
B. Maly
C. Georgia
D. **Russia**

Q.5: Colosseum, an amphitheater was built in:
A. Athens
B. Naples
C. **Rome**
D. Milan

Q.6: Bolan Pass is located in which province?
A. **Baluchistan**
B. Khyber Pukhtunkhwa
C. Sindh
D. Punjab

Q.7: The longest mountain range (above the sea level) is:
A. Himalayas
B. Kara Korum
C. Rocky Mountains
D. **Andes**

Q.8: 'Satpara Lake' is in:
A. **Skardu**
B. Gilgit
C. Hunza
D. Kaghan

Q.9: 'Bala Hissar' (The elevated Fort) is situated at:
A. Quetta
B. **Peshawar**
C. Swat
D. Hyderabad

Q.10: Capital city of Albania i s
A. **Tirana**
B. Belgrade
C. Srebrenica
D. Pristina

Q.11: Spin Boldak is in:
A. Iran
B. Russia
C. **Afghanistan**
D. Pakistan

Q.12: The Colosseum and the Forum are right next to each other in:
A. Paris
B. London
C. Boston
D. **Rome**

Q.13: A joystick is a(n) _____ device.
A. **Input**
B. Output
C. Storage
D. Processing

Q.14: The default language of Microsoft Word is:
A. **USA English**
B. UK English
C. Canadian English
D. Australian English

Q.15: Which of the following devices is used to store data permanently?
A. **Hard Disk**
B. Printer
C. Cashe
D. RAM

Q.16: When creating a new table which method can be used to choose fields from standard databases and tables
A. create table in design view
B. **Create table using wizard**
C. Create table by entering data
D. None of these

Q.17: Rows in Microsoft Excel are labelled as:
A. **1, 2,3, etc**
B. A1, A2, etc
C. C, A B, C, etc
D. D, A*, 13*, etc

Q.18: In the world of computer science what is LINUX?
A. A malware
B. An application Program
C. A firmware
D. **An operating System**

Q.19: In which transmission mode is the communication two-way with the channel being used by both connected devices simultaneously?
A. Simplex
B. Half duplex
C. **Full duplex**
D. Revrse

Q.20: A type of malware often disguised as legitimate software is:
A. **Trojan Horse**
B. PDF
C. Chrome
D. Safari

Q.21: A computer virus is:
A. A Micro organism
B. Electromagnetic waves entering computer through a network
C. A useful micro component of a computer
D. **A computer programme**

Q.22: Which of following is Not one of Excel's "what-if' function?
A. Goal seek
B. Solver
C. Scenario manager
D. **Auto Outline**

Q.23: What PowerPoint feature will you use to apply motion effects to different objects of a slide?
A. Slide Transition
B. Slide Design
C. Animation Objects
D. **Animation Scheme**

Q.24: In PowerPoint 2007, an orderly display of information using different media elements is known as:
A. **Multimedia Presentation**
B. Animation
C. Transition
D. Layout

Q.25: In Microsoft Window 7,_____can give you information about weather.
A. File
B. **Gadgets**
C. Window explorer
D. Both A and B

Q.26: When you Insert a comment in a document, the comment appears in a:
A. New window
B. Sidebar
C. **balloon**
D. Sticky note icon

Q.27: What feature will you use to apply motion effects in between a slide exits and another enje-rs in PowerPoint?
A. **Slide Transition**
B. Slide Design
C. Animation Objects
D. Animation Scheme

Q.28: In Windows Operating System_____is known as a File Manager.
A. **Windows Explorer**
B. MS Word
C. MS Excel
D. Device Driver

Q.29: C.L.I stands for:
A. Communication Line Identification
B. Call Line Identification
C. **Caller's Line Identification**
D. Colbert Line Information

Q.30: _____is widely used for transmitting streaming videos data on the internet.
A. MP3
B. **AVI**
C. WMA
D. WAV

Q.31: Sorting can be done by
A. Alphabetical only
B. Numerically only
C. Date and time
D. **All of these**

Q.32: One way to open the Help menu quickly is to press this shortcut key:
A. F6
B. F2
C. F12
D. **Fl**

Q.33: Function of_____is similar to that of a mouse.
A. **Joystick**
B. Keyboard
C. Camera
D. Monitor

Q.34: Slide_____ are the effects that determine how a slide moves in and out of the view in the Slideshow.
A. Animation
B. **Transition**
C. Layout
D. Templates

Q.35: Microprocessors as switching devices are for which generation computers:
A. First Generation
B. Second Generation
C. Third Generation
D. **Fourth Generation**

Q.36: In a Windows PC, the shortcut for copying in Microsoft Word is
A. CTRL + A
B. CTRL + B
C. **CTRL + C**
D. CTRL + V

Q.37: The thin black cross-shaped pointor in MS Excel is used to:
A. **Complete lists and fill patterns**
B. Move a group of cells
C. Resize
D. Highlight duplicate cells

Q.38: In computing, what does DOS stand for?
A. Data Only System
B. Disk Only System
C. Data Operating System
D. **Disk Operating System**

Q.39: In MS Access, which of the following data type allows alphanumeric characters and special symbols?
A. **Text**
B. Memo
C. Auto number
D. None of these

Q.40: The shortcut key to paste copied text is
A. **Ctrl + V**
B. Ctrl + B
C. Ctrl + 0
D. Ctrl + N

Q.41: In E-mail address, name of the email service provider comes after sign.
A. &
B. @
C. *
D. #

Q.42: In MS Word 2007, which of the following is used to extend a selection one character to the right side?
A. CTRL+RIGHT ARROW
B. ALT+RIGHT ARROW
C. TAB+RIGKT ARROW
D. **SHIFT+RIGHT ARROW**

Q.43: Information on a hard disk is usually backed-up using a?
A. **CD**
B. Magnetic tape
C. Floppy disk
D. All of these

Q.44: In a Windows PC, Ctrl+Y in Microsoft Paverpoint is the shortcut for:
A. **Redoing**
B. Undoing
C. Yosernite
D. Yearwise arrangement

Q.45: An electronic copy of data such as a Tile viewed on a computer's display is called:
A. **Soft copy**
B. Hard copy
C. Gold copy
D. Premium copy

Q.46: Which amongst the following is the smallest unit of storage?
A. **Bit**
B. Nibble
C. Byte
D. Megabyte

Q.47: Programmes written to make computers function in a desired way are called:
A. Codes
B. Instructions
C. Hardware
D. **Software**

Q.48: Which is the full form of Wi-Fi?
A. **Wireless Fidelity**
B. Wired Fidelity
C. Wireless Focus
D. Wireless Field

Q.49: Which of the following is the key to close a dialog box in window?
A. SHIFT
B. **ESC**
C. TAB
D. F8

Q.50: Which of the following shortcut keys is used to align the selected text to the left, in MS Word?
A. Ctr + C
B. Ctrl + R
C. **Ctrl + L**
D. Alt + L

Q.51: Add Now Hardware" option exist in:
A. Title bar
B. Status bar
C. **Control Panel**
D. Taskbar

Q.52: The most abundant metal in the earth's crust is:
A. Zinc
B. Copper
C. **Aluminum**
D. Iron

Q.53: Birds are:
A. Cold-blooded
B. **Warm-blooded**
C. Both A and B
D. None of these

Q.54: Hydrophobia is a symptom of which of the following diseases?
A. Malaria
B. Cholera
C. Smallpox
D. **Rabies**

Q.55: The Earth is the largest planet of the Solar System.
A. Second
B. Third
C. Fourth
D. **Fifth**

Q.56: ماہ تمام "کس کا شاعری مجموعہ ہے ؟
A. حبیب جالب
B. فیض احمد فیض
C. ن۔م۔راشد
D. **پروین شاکر**

Q.57: علامہ اقبال کی معروف نظم "مسجد قرطبہ" ان کے کس مجوعے میں شامل ہے ؟
A. بانگ درا
B. **بال جبریل**
C. ضرب کلیم
D. پیام مشرق

Q.58: فیض احمد فیض کا پہلا مجموعہ کلام کون سا ہے ؟
A. دست تہہ سنگ
B. مرے دل مرے مسافر
C. **نقش فریادی**
D. شام شہریاراں

Q.59: "When in Rome do as the Romans do" کے درست مطلب کا انتخاب کیجئے ۔
A. روم میں وہی کرو جو رومن کرتے ہیں
B. **جیسادیس وسیا بھیس**
C. جیسا مالک ویسا نوکر
D. جیسا آقاویسا غلام

Q.60: اسم تصغیر" تلاش کریں
A. آنکھ
B. باغ
C. **پیالی**
D. ٹوکرا

Q.61: Fill in the blank with appropriate preposition: The terrorists have been setting __bombs in trains.
A. **off**
B. out
C. up
D. with

Q.62: Synonym of Eradicate is:
A. **Eliminate**
B. To forget
C. To forgive
D. Validation

Q.63: It is Cool_____ May.
A. **in**
B. for
C. on
D. with

Q.64: What is the synonym of Infringe?
A. **Violate**
B. Obey
C. Cold storage
D. Edges

Q.65: Change the voice (active to passive):- I had hoped that they would fix my locker while I was away, but they didn't
A. I hoped that my locker would be fixed while I was away but it wasn't
B. I expected that they would fix my locker while I was away but they didn't
C. **I had hoped that my locker would be fixed while I was away, but it wasn't**
D. I hope my locker to be fixed while I am away, but they haven't

Q.66: He is knocking_____ the door .
A. On
B. Over
C. Of
D. **At**

Q.67: If day before yesterday was Saturday then day after tomorrow will be:
A. Tuesday
B. **Wednesday**
C. Thursday
D. Friday

Q.68: 3 + 3 * 3 - 3 + 3 = ?
A. 18
B. **12**
C. 8
D. 6

Q.69: Find interest on Rs. 40,000 at the rate of 3% annually for 4 years investment:
A. Rs. 5000
B. Rs. 4700
C. **Rs. 4800**
D. Rs. 4900

Q.70: Find the average of 5/6, 4/3, 3/4?
A. **35/36**
B. 38/37
C. 1
D. 6/5

Q.71: A motorcyclist travels 200 km in 1 hr. How many minutes it would take him to travel 120 km?
A. 72 minutes
B. 50 minutes
C. **36 minutes**
D. 24 minutes

Q.72: Simplify: (-20) + (-8) ÷ (-2) x 3
A. 8
B. **-8**
C. 6
D. 24

Q.73: Complete the series: 4, 9,16, 25,_____
A. 32
B. 42
C. 55
D. **36**

Q.74: The most urban province of Pakistan is
A. Punjab
B. KPK
C. **Sindh**
D. Baluchistan

Q.75: Next Olympic Games in 2020 will be the_____Olympiad.
A. **32nd**
B. 30th
C. 35th
D. 34th

Q.76: India is building the `Kishanganga Hydropower Project' in Occupied Kashmir on river :
A. Chenab
B. Sutlej
C. **Neelum**
D. None of these

Q.77: How many months prior to the birth of Hazrat Muhammad (PBUH), Hazrat Abdullah Ibne-e-Abdul Muttalib died?
A. Two months
B. Four months
C. **Six months**
D. Eight months

Q.78: The Battle of Uhad was fought in which Hijri years?
A. **3 Hijri**
B. 2 Hijri
C. 4 Hijri
D. None of these

Q.79: When was the first battle fought by Muslims?
A. Before Hijrat (Migration to Medina)
B. 1A .H.
C. **2 A.H**
D. 3 A.H.

Q.80: In 1942, Gandhi launched:
A. Non-Violence Movement
B. **Quit India Movement**
C. Anti British Movement
D. Anti Khilafat Movement

Q.81: Where was All India Muslim League founded in 1906?
A. **Dhaka**
B. Allahabad
C. Delhi
D. Lucknow

Q.82: Who was the 1st Governor General of Pakistan?
A. Liaqat All Khan
B. Muhammad Ali Bogra
C. Za ul Haq
D. **M A Jinnah**

Q.83: Gandhi-Jinnah talks were held in 1944 to discuss the C.R Formula, prepared by:
A. **Raja Gopal Acharia**
B. V.P. Menon
C. Abu-al-Kalam Azad
D. Lord Wavall

Q.84: Jacob Zuma is the President of:
A. Zimbabwe
B. Kenya
C. **South Africa**
D. Zambia

Q.85: "Gulliver's Travels" was written by
A. **Jonathan Swift**
B. N.C. Armstrong
C. Pearl S. Buck
D. James Frazer

Q.86: Shalamar Garden, Lahore is an important feature of _____garden.
A. French
B. Chinese
C. English
D. **Mughal**

Q.87: University of Karachi was established in:
A. 1948
B. 1949
C. 1950
D. **1951**

Q.88: 'Chauburji' in Lahore was built by
A. **Aurangzab Alamgir**
B. Shah Jahan
C. Princes Zeb-un-Nsa
D. Noor Jahan

Q.89: The murder of Archduke Ferdinand, the heir to Austrian throne, became the immediate cause of which war:
A. **World War I**
B. Battle of Borodino
C. Battle of Jutland
D. World War II

Q.90: WWF stand for:
A. Women's Welfare Fund
B. **World Wildlife Fund**
C. Women Welfare Forum
D. Women Wresting Forum

Q.91: Jannat-ul-Baqi is situated in:
A. Taif
B. **Madina**
C. Makkah
D. Muzdalfa

Q.92: What was the old name of PIA?
A. Independence Airways
B. Koiachi Airways
C. **Orient Airways**
D. Air Pakistan

Q.93: Who created the first gasoline Car?
A. Henry Ford
B. **Karl Benz**
C. Enzo Ferrari
D. None of these

Q.94: Which of the following is considered tge largest archipelagic state othe World?
A. Philippines
B. **Indonesia**
C. Fiji
D. None of these

Q.95: In which of the following cities, Iraqi Prime Minister Haidar al-Abadi declared victory over ISIS on July 10, 2017?
A. Erbil
B. Basra
C. **Mosul**
D. Baghdad

Q.96: Chairman Mao was the charismatic and brutal leader of Communist of:
A. Thailand
B. **China**
C. Burma
D. India

Q.97: Who invented the QWERTY keyboard?
A. **Christopher Latham Sholes**
B. George Orville
C. Isaac Newton
D. Kurt Keplan

Q.98: Columbus discovered:
A. Australia
B. **America**
C. Asia
D. Africa

Q.99: Which of the following is known as father of Internet:
A. Mark Stephen
B. **VintCerf**
C. Denis Richerdson
D. Mark Cooper

Q.100: SANA is News Agency of:
A. Yemen
B. China
C. **Syria**
D. U A.E

Junior Clerk
(Answer Key)

1. **D**	2. **B**	3. **B**	4. **D**	5. **C**	6. **A**	7. **D**	8. **A**	9. **B**	10. **A**
11. **C**	12. **D**	13. **A**	14. **A**	15. **A**	16. **B**	17. **A**	18. **D**	19. **C**	20. **A**
21. **D**	22. **D**	23. **D**	24. **A**	25. **B**	26. **C**	27. **A**	28. **A**	29. **C**	30. **B**
31. **D**	32. **D**	33. **A**	34. **B**	35. **D**	36. **C**	37. **A**	38. **D**	39. **A**	40. **A**
41. **B**	42. **D**	43. **A**	44. **A**	45. **A**	46. **A**	47. **D**	48. **A**	49. **B**	50. **C**
51. **C**	52. **C**	53. **B**	54. **D**	55. **D**	56. **D**	57. **B**	58. **C**	59. **B**	60. **C**
61. **A**	62. **A**	63. **A**	64. **A**	65. **C**	66. **D**	67. **B**	68. **B**	69. **C**	70. **A**
71. **C**	72. **B**	73. **D**	74. **C**	75. **A**	76. **C**	77. **C**	78. **A**	79. **C**	80. **B**
81. **A**	82. **D**	83. **A**	84. **C**	85. **A**	86. **D**	87. **D**	88. **A**	89. **A**	90. **B**
91. **B**	92. **C**	93. **B**	94. **B**	95. **C**	96. **B**	97. **A**	98. **B**	99. **B**	100. **C**