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**

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

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?
   a. anti-freeze
   b. odometer
   c. tires and wheels
   d. 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?
   a. employees should not talk about confidential information
   b. employees should protect the public against misinformation
   c. professional employees are under great moral obligations
   d. 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