Date of Examination:	02.03.2023		Time:	2 Hrs
Name of the Post:	Junior Superintendent - Level 3 Skill Test			

Name of the Candidate:									
Application No:									

Candidate's Signature   **Invigilator's Signature**

Instructions to the Candidate:

1. This booklet consists of two-parts Part A and Part B. Part A carries 75 marks. There are 5 questions in this part. Each question in PART A carries 15 marks.

2. Part B linked question of part A, consists of one Question. Part B carries 25 marks.

3. Strictly adhere to appropriate discipline during examination and you are not permitted to leave the Examination Hall until the end of the test.

4. Return the Question Booklet and OMR Sheet to the Invigilator after completion of examination.

5. You are not allowed to use any other application other than MS Office.

6. Once you finish single pdf consult the system administrator within the stipulated time of 2 hours.

7. No electronic gadget is allowed inside the examination hall.

8. After taking print out, i) it is your responsibility to collect the printout from system administrator, ii) sign on every page of the hard copy of the print out iii) attach to your answer script and iv) handover the booklet, question paper to the invigilator.

9. Failing any condition(s) indicated in S No 8, your script is not considered for valuation.

Total Marks – 100

Time: 120 minutes

Part A (75 Marks)

1. **Type the below passage and do the needful as per the given instructions: (15 marks)**

This year has been an enormous economic challenge for our country. The Covid pandemic has forced businesses to close and lay off workers in droves, and caused sharp changes in how and where people work – disrupting families and careers. But one of the few silver linings of 2020 has been companies transitioning to remote work en masse, a development so significant it has the power to reshape how tech — the most powerful industry in our economy — operates. Silicon Valley has long been a cradle of tec innovation, and the region's grasp on the industry has only tightened over the past decade. The tech industry is the primary driver of the U.S. economy and the industry is overwhelmingly located in the Bay Area. Of the seven most profitable companies in tech, five of them (Apple, Cisco, Facebook, Google and Intel) are based in Silicon Valley, and the majority of venture capital investments are in companies based in the region.

Directions:

Margin – Top 1.4cm, Bottom 1.5 cm , Right 2.1 cm and Left 1.8 cm
*   Font – "Book man old style"
*   Font Size -14
*   Font weight 2 pts.
*   Case- Title
*   Character – Bold
*   Justification - Left
*   Include water mark KURNOOL (Layout Diagonal, Font Times new roman size 24 color red) .
*   Restrict editing of the file.

2. **Please read the table below and do the needful as per the instructions given: (15 marks)**

Emp Id	Name	Level	Basic pay
1	VK Reddy	10	110000
2	PN Rao	11	122800
3	Varadan K	4	44000
4	Sinduri S	2	23000
5	B K Choudhary	10	97800
6	M K Singh	9	86000
7	Chetna	11	134800
8	Kavya S	2	27000
9	Mohammed Zubair	4	34000
10	Paul Thomas	9	75000

With the help of given basic pay, calculate the following for each employee:

- HRA @ 24% of basic pay for Level 9 and above.
- HRA @ 16 % for others
- DA at the rate of 38% for all employees
- TRA @ 7200 for level 10 and above and others @3600
- Deduct Income tax @ 10% for all Male and 5% for all Female
- Reflect the data in table by sorting from highest net salary to lowest net salary.

3.Based on the details from the question No.2, please do the needful for the given instructions below: (15 marks)

- Calculate the total net amount of salary for all employees and reflect the share of each level as a pie chart.
- Prepare a bar chart showing the total number of employees for each level.
- Prepare a column chart of Basic pay, HRA and DA of Employees Id 1,2,4,8

4. Type the following equations in MS Word (15 Marks)

a. $\dfrac{\partial y}{\partial x} = x^2 + yx^2$

b. $(1+x)^n = 1 + \dfrac{nx}{1!} + \dfrac{n(n-1)x^2}{2!} + \cdots$

c. $\cos\alpha + \cos\beta = 2\cos\dfrac{1}{2}(\alpha+\beta)\cos\dfrac{1}{2}(\alpha-\beta)$

d. $(x+a)^n = \displaystyle\sum_{k=0}^{n} \binom{n}{k} x^k a^{n-k}$

5.Please do the needful as per the below instructions (15 Marks)

- Create a power point presentation of 5 slides.
- First slide title is IIITDM KURNOOL font ' century' size 60 color blue
- Second slide subtitle "An institute of Excellence" font calibri size 24 color dark green bold letters.
- Third Slide type " title and content' in title type Introduction
  a. In Second slide type 5 bulleted points showing details about yourself customization as per choice of yourself.
- In the fourth slide paste any two equations created in Q No 2 .
- In fifth slide enter THANK YOU with a good design using word art and vibrant colour .

PART B (25 Marks)

Q6. Prepare Single PDF with the following format along with

a) Header as Level 3 Written Test followed by your Name,

b) Footer as Date of Examination, Question number followed by your application number and

c) Answer for each question as body of the text

d) Save the final PDF file name Application Number.

e) Submit the soft copy to Administrator

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