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INTEGRAL COACH FACTORY; CHENNAI: 38
SELECTION FOR THE POST OF JUNIOR CLERK GR-II IN PAY BAND Rs.5200-20200 + 1900 GP
AGAINST 16 2/3 % QSE QUOTA

Date of Examination: 20.12.2012

Time allotted: 3 Hours

Total marks = 100

General Instructions

- (a) Candidates will not be permitted to use electronic gadgets such as calculators, mobile phone and etc., in the examination hall.
- (b) The candidates should switch off their cell phones while entering in to examination hall until they leave the examination hall.
- (c) The candidates should not write their names/addresses or put their signature anywhere in the answer booklet provided for the same. They should not try to reveal their religious identity or caste, etc., by writing anything or drawing any symbols in the answer booklets. Any attempt made in this respect by the candidate will lead to disqualification of the candidate.
- (d) The candidates should correctly indicate the total number of pages written by them in the column provided on the top sheet of answer booklet.
- (e) Marks allotted to questions are indicated against the respective questions.

PART – A

1. **Write an essay on any one of the following.** 1 x 15 = 15
 - a) Railways' contribution towards development of the nation.
 - or**
 - b) Your works experience at ICF.

2.
 - a) Write a letter to the firm M/s.K & Co. to improve upon the delivery schedule of any one of the important purchase items belongs to your working area. 1x 15 = 15
 - Or**
 - b) Your office needs a computer with all accessories. In order to procure the item, prepare a **Proposal/Note** for administrative approval and finance concurrence.

3. **Use the following words and make sentences on your own.** 1 x 5 = 5
 - a) Incentive
 - b) Leave
 - c) Immediate
 - d) Attention
 - e) Reply

4. **Write Short notes on any three of the following** 3x5=15
 - a) Railway Budget
 - b) Types of Tenders
 - c) Works programme
 - d) RajBhasha
 - e) Disciplinary and Appeal Rules

- 5.. **Write Short Note on routing of the letters received in the Receipts and Despatch section of your Office /department.** 1x5=5

6 Write the formula for the following: -

2 x 5 = 10

- Surface area of a cube
- Area of a circle
- Perimeter of the circle
- Area of a rectangle
- Perimeter of a rectangle

7. Answer in one word

1 x 5 = 5

- Expansion of RTI
- Expansion of ERP
- Which department takes care of Employee welfare in ICF.
- WCA means
- Excellent in quality, reliability and safety of our product is insisted in which policy.

8. Match the following

1 x 5 = 5

a) Vigilance department	1) COS
b) Accounts	2) CE
c) Stores	3) CMD
d) Engineering	4) CVO
e) Medical department	5) FA & CAO

9. Answer any four questions

5 x 4 = 20

- A house is of rectangular shape with 80 metres length and 40 metres width. How many metres of wire would be required to encircle the house once?
- A product costing Rs. 15,000/- is sold with a profit margin of 12%. What would be the selling price of the product ?
- A Street has a length of 160 metres. How many lamp posts would be required to light the street, If the distance between the lamp post is 20 metres ?
- If 5 men can build a wall in 15 days. How many men can build the same wall in 10 days ?
- Rani types 1800 words in half an hour. What is her typing speed in words per minute?

10. True or false

1 x 5 = 5

- Railway budget is presented by Finance minister in Parliament.
- Rail wheel factory is situated in Bangalore.
- CWE/S is the chief occupier of ICF in shell division.
- The head quarters of South Central Railway is Secunderabad.
- Railway Board is located at Calcutta.