

TEST FOR EXECUTIVE SECRETARY

PART I LANGUAGE TEST

Name _____

Time: _____

QUESTION # 1

Marks 10

Which of the choices mentioned under each of the following sentences is most suitable?

1. I thought this time things were going to be better. Losing the contract was _____ to swallow.
 - a) Bottom Line
 - b) Blue Collar
 - c) A bitter Pill
 - d) Back to the drawing board
 - e) Blow-by-Blow
2. We've lost the contract thanks to your incompetence. You really _____, didn't you?
 - a) Back to the drawing board
 - b) Bottlenecks
 - c) Bottom Line
 - d) Blue Collar
 - e) Blew it
3. I'd be better off stopping my legal job and doing jobs for cash. The _____ is the only way to make money these days.
 - a) Blow-by-Blow
 - b) Back to the drawing board
 - c) Bottlenecks
 - d) Back economy
 - e) Bottom Line
4. The product didn't work in the States. As they say there, it really_____.
 - a) Back to the drawing board
 - b) Bottlenecks
 - c) Bombed
 - d) Blow-by-Blow
 - e) Bottom Line

Sample Questions For Utility Executive Secretary Exam

**American Institute of Electrical
Engineers**



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Utility Corporations United States. Federal Trade Commission,1928 Report of Utility Corporations to the Federal Trade Commission Pursuant to Senate Resolution 83, 70th Congress, First Session United States. Federal Trade Commission,1928 Annual Report of the Public Utilities Commission of the District of Columbia District of Columbia,1926
Annual Report of the Public Utilities Commission of the District of Columbia Public Utilities Commission of the District of Columbia,1928 Annotated Laws of Massachusetts Massachusetts,1932 **Prairie Farmer** ,1922 **National Poultry Journal** ,1926 **Engineering News-record** ,1896 **Federal Register** ,1960 *Electrical World* ,1920 **Transit Journal** ,1915 The Municipal Year Book and Public Utilities Directory ,1913 Public Utilities Reports Henry Clifford Spurr,Ellsworth Nichols,2003 The American City Magazine ,1923 The American City Arthur Hastings Grant,Harold S. Bittenheim,1927 **Fourth Estate** ,1926 **Electric Light and Power** ,1940 **Journal of the American Institute of Electrical Engineers** American Institute of Electrical Engineers,1924 Includes preprints of Transactions of the American Institute of Electrical Engineers ISSN 0096 3860 The Feathered World ,1927 **Books and Pamphlets, Including Serials and Contributions to Periodicals** Library of Congress. Copyright Office,1975-07

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