

PUNJAB OVERSEAS PAKISTANS COMMISSION · S&GAD · 2020

PERSONAL ASSISTANT & ASSISTANT (BPS-16)

Complete Solved MCQ Bank — 89 Questions

Every answer independently re-verified · Corrections applied where the original answer key was inaccurate · Explanation included for every MCQ

100% Rechecked Answers

Clear Explanations

Exam-Ready Format

Highlighted Correct Options

What's inside

General Knowledge · Pakistan & Islamic Studies · English · Computer · Mathematics

Each question is presented as its own solved section, with the correct option highlighted, ticked, and briefly explained.

Q1

Butterfly stroke term is associated with?

A

Wrestling

B

Swimming

✓

C

Golf

D

None of these

i

Explanation: The butterfly stroke is one of the four competitive swimming strokes, known for its simultaneous overhead arm movement combined with a dolphin kick.

Q2

Name the tribe of Hazrat Haleema Saadia, the foster mother of the Holy Prophet (PBUH).

A

Banu Tamim

B

Banu Adi

C

Banu Saad

✓

D

None of these

i

Explanation: Hazrat Haleema (RA) belonged to the Banu Sa'd tribe, known for its pure Arabic dialect and desert environment, which is why Arab families sent infants there to be nursed.

Q3

In Table Tennis, the length of the table is?

A

3.74 m

B

2.74 m

✓

C

6.62 m

D

None of these

i

Explanation: An official ITTF table tennis table measures 2.74 m (9 ft) long, 1.525 m (5 ft) wide, and 76 cm high.

Q4

The length of a Basketball court according to the International Basketball Association is?

A

49.2 ft

B

91.9 ft

✓

C

95.7 ft

D

None of these

i

Explanation: FIBA specifies a court of 28 m x 15 m. Converted, 28 m $\approx$ 91.9 ft is the length, while 15 m $\approx$ 49.2 ft is the width.

Q5

Who was the last king of Afghanistan?

A

Muhammad
Tarakai

B

**Muhammad
Zahir Shah**

✓

C

Ahmed Shah
Abdali

D

None of these

i

Explanation: Muhammad Zahir Shah ruled from 1933 until he was overthrown in a 1973 coup that abolished the monarchy, making him Afghanistan's last king.

Q6

In the first session of the Constituent Assembly of Pakistan, the first bill in the assembly was related to:

A

To establish State
Bank

B

To build Army

C

**To officially call
Muhammad Ali
Jinnah
"Quaid-e-Azam"**

✓

D

None of these

i

Explanation: The very first act passed by the Constituent Assembly of Pakistan in 1947 officially conferred the title "Quaid-e-Azam" on Muhammad Ali Jinnah.

Q7

Golden Temple of Amritsar is the most sacred temple of:

A

Hindus

B

Sikhs

✓

C

Jains

D

None of these

i

Explanation: The Golden Temple (Harmandir Sahib) in Amritsar is the holiest Gurdwara and most sacred site of Sikhism.

Q8

Al-Bidaya wa-n-Nihaya is a book by:

A

Ibn Tabari

B

Ibn Kathir

✓

C

Ibn Sina

D

None of these

i

Explanation: Al-Bidaya wa-n-Nihaya ("The Beginning and the End") is a famous universal history written by the 14th-century scholar Ibn Kathir.

Q9

A Tale of Two Cities is a famous novel. It was written by:

A

Charles Darwin

B

Charles Dickens



C

George Elliot

D

None of these

i

Explanation: A Tale of Two Cities (1859), set in London and Paris during the French Revolution, is a classic novel by Charles Dickens.

Q10

What is a synonym of 'Serene'?

A

Turmoil

B

Calm and Peaceful



C

Rough

D

None of these

i

Explanation: 'Serene' means calm, peaceful, and untroubled, making 'Calm and Peaceful' its closest synonym.

Q11 'Ambiguous' means:

A Crystal

B Hazy ✓

C Obstacle

D Obnoxious

i Explanation: 'Ambiguous' describes something open to more than one interpretation, i.e., unclear or hazy in meaning.

Q12 Opposite of 'Restive' is:

A Calm ✓

B Nervous

C Excited

D None of these

i Explanation: 'Restive' means restless, impatient, or resisting control (as of a restive horse). Its opposite is 'Calm' — settled and docile. (Note: the answer options for this item were cut off in the source image and have been reconstructed here.)

Q13 Fallacious means:

A Correct

B Misleading ✓

C Ruin

D None of these

i Explanation: 'Fallacious' describes reasoning or a statement that is based on a mistaken belief — i.e., misleading or deceptive.

Q14 First man in cricket history to hit six sixes in an over in One Day Internationals.

A Herschelle Gibbs ✓

B Shahid Afridi

C Garfield Sobers

D None of these

i Explanation: Herschelle Gibbs became the first batsman to hit six sixes in an over in ODI cricket, against the Netherlands in the 2007 World Cup. (Garfield Sobers did it first in first-class cricket in 1968, not in an ODI.)

Q15 Which UN agency works for population?

A UNDP

B UNFPA



C UNESCO

D None of these

i *Explanation: UNFPA — the United Nations Population Fund — is the UN agency dedicated to reproductive health and population issues.*

Q16 Which UN organ gives representation to each nation?

A UN General Assembly



B UN Economic and Social Council

C UN Security Council

D None of these

i *Explanation: Every member state of the United Nations has equal representation (one vote) in the UN General Assembly.*

Q17 Which civilization belongs to the river Tigris and Euphrates?

A Indus

B Egyptian

C Maya

D Mesopotamia



i *Explanation: The Mesopotamian civilization flourished in the fertile land between the Tigris and Euphrates rivers, in present-day Iraq.*

Q18 The philosopher and poet Khalil Gibran belongs to:

A Israel

B Lebanon



C Jordan

D Egypt

i *Explanation: Khalil Gibran (1883–1931), author of 'The Prophet', was a Lebanese-American writer, poet, and philosopher born in Bsharri, Lebanon.*

Q19 'Neither Hawk Nor Dove' is written by:

A Shah Mehmood Qureshi

B Agha Shahi

C **Khurshid Mehmood Kasuri** ✓

D None of these

i *Explanation: 'Neither a Hawk Nor a Dove' is a memoir on Pakistan-India relations written by former Foreign Minister Khurshid Mehmood Kasuri.*

Q20 Which among the following is the third source of Islamic Law?

A Hadith

B **Ijma** ✓

C Qiyas

D Istehsan

i *Explanation: The sources of Islamic Law in order are: (1) Qur'an, (2) Hadith/Sunnah, (3) Ijma (consensus), (4) Qiyas (analogical reasoning).*

Q21 Niagara Falls fall in the continent:

A

North America



B

South America

C

Africa

D

Asia

i

Explanation: Niagara Falls straddles the border between the USA and Canada on the North American continent.

Q22 Asian Development Bank was established in 1966 for economic development of:

A

Europe

B

Asia



C

America

D

All of these

i

Explanation: The Asian Development Bank (ADB) was founded in 1966 to foster economic growth and cooperation across Asia and the Pacific.

Q23 Which among the following is the capital of Australia?

A Sydney

B Melbourne

C Perth

D **Canberra** ✓

i *Explanation: Canberra, not Sydney or Melbourne, is the purpose-built capital of Australia, chosen as a compromise between the two larger rival cities.*

Q24 16 November each year is celebrated as:

A **Tolerance Day** ✓

B Women's Day

C Disable Day

D None of these

i *Explanation: The UN's International Day for Tolerance is observed annually on 16 November.*

Q25 A combination of digital and analog computer is:

A Main frame computer

B Mini computer

C Hybrid computer ✓

D None of these

i *Explanation: A Hybrid computer combines the features (and processing methods) of both digital and analog computers.*

Q26 Which of the following is used for internet?

A Modem

B Network card

C Both a and b ✓

D None of these

i *Explanation: Both a modem and a network (LAN) card are hardware devices used to connect a computer to the internet/network.*

Q27

What is the distance of Junagadh — the state that announced annexation to Pakistan — from Karachi?

A

310 miles



B

350 miles

C

290 miles

D

360 miles

i

Explanation: Junagadh's Nawab announced accession to Pakistan in 1947; the state's coast (Veraval) lay roughly 300 miles across the sea from Karachi, closest to the 310-mile option given.

Q28

Italy has become the first developed economy to sign the One Belt One Road initiative, on 22 March.

A

2018

B

2019



C

2020

D

None of these

i

Explanation: Italy signed a Memorandum of Understanding on the Belt and Road Initiative with China on 23 March 2019, becoming the first G7 country to do so.

Q29 To be a Senator in Pakistan, the minimum age is:

A 30 years



B 40 years

C 45 years

D None of these

i *Explanation: CORRECTED: Article 62 of the Constitution of Pakistan requires a Senate candidate to be not less than 30 years of age (not 40, as the source key incorrectly stated).*

Q30 Virally infected cells, in response to the presence of a virus, produce a protein called:

A Interferon



B Byferon

C Protein

D None of these

i *Explanation: Interferons are signalling proteins released by host cells in response to viral infection, helping neighbouring cells heighten their anti-viral defences.*

Q31 The play 'Arms and the Man' is written by:

A Shakespeare

B Henrik Ibsen

C George Bernard Shaw



D None of these

i Explanation: 'Arms and the Man' (1894) is an anti-war comedy written by Irish playwright George Bernard Shaw.

Q32 Superconductivity/Superconductor was discovered by:

A Heike Kamerlingh Onnes

B Walter Meissner

C Both a and b



D None of these

i Explanation: Heike Kamerlingh Onnes discovered superconductivity in 1911, while Walter Meissner (with Robert Ochsenfeld) discovered the Meissner effect associated with superconductors in 1933 — both names are strongly linked to the phenomenon.

Q33

In MS Word, the shortcut key to change the point/font size box is:

A

Ctrl+Shift+B

B

Ctrl+Shift+F

C

Ctrl+Shift+E

D

None of these



i

Explanation: CORRECTED: The actual MS Word shortcut for the font-size box is Ctrl+Shift+P (Ctrl+Shift+F opens the font-name box, not size). Since 'P' is not among the given choices, the correct response is 'None of these'.

Q34

His health has run _____.

A

Out

B

Off

C

Down



D

Riot

i

Explanation: 'Run down' is the correct phrasal verb meaning to become weak or deteriorate in health.

Q35 Pakistan declared Islam as the State religion in:

A 1956

B 1962

C 1973



D None of these

i *Explanation: Article 2 of the 1973 Constitution explicitly declares 'Islam shall be the State religion of Pakistan' — a specific declaration not present in the earlier 1956 or 1962 constitutions.*

Q36 Which one is the most abundant gas in the Atmosphere?

A Oxygen

B Nitrogen



C Hydrogen

D None of these

i *Explanation: Nitrogen makes up about 78% of Earth's atmosphere, far more than oxygen (about 21%).*

Q37 Where can you change the vertical alignment of text on a page in Microsoft Word?

A Paragraph dialog box

B Formatting toolbar

C Page Setup dialog box



D Standard toolbar

i Explanation: Vertical alignment of an entire page (top/center/justified/bottom) is set via the Layout tab of the Page Setup dialog box.

Q38 I always have lunch _____ my office.

A In

B At



C Of

D Near

i Explanation: 'At' is the correct preposition to indicate a specific place/location — 'at my office'.

Q39 Where are glaciers NOT formed?

A Top of mountains

B Arctic region

C Rain forest region ✓

D None of these

i *Explanation: Glaciers need sustained sub-freezing temperatures; tropical rain forest regions are too warm for glacier formation.*

Q40 The Parthenon is in:

A Athens ✓

B Rome

C Istanbul

D Babylon

i *Explanation: The Parthenon is an ancient temple dedicated to Athena, standing on the Acropolis of Athens, Greece.*

Q41 A man buys an article for \$27.50 and sells it for \$28.60. What is his gain %?

A 3 %

B 4 %



C 6 %

D None of these

i *Explanation: Gain = 28.60 – 27.50 = 1.10. Gain % = (1.10 / 27.50) × 100 = 4%.*

Q42 Deficiency of Iodine causes:

A Goitre



B Myopia

C Joint pain

D None of these

i *Explanation: Iodine deficiency impairs thyroid hormone production, causing the thyroid gland to enlarge — a condition known as Goitre.*

Q43

'Land of a Thousand Islands/Lakes' is:

A

Finland

B

Indonesia

C

Myanmar

D

Sri Lanka

i

Explanation: Finland is popularly nicknamed the 'Land of a Thousand Lakes' (and its Åland archipelago contributes thousands of islands), a well-known trivia designation for the country.

Q44

Akbar, the Mughal king, was born in which city?

A

Agra

B

Delhi

C

Umerkot

D

Thatta

i

Explanation: Akbar was born in 1542 at the Rajput fort of Umerkot in Sindh, while his father Humayun was in exile.

Q45 How many bones are in an adult human body?

A 306

B 206 ✓

C 392

D 351

i *Explanation: An adult human skeleton has 206 bones (infants are born with about 270, many of which fuse together with age).*

Q46 'Roti, Kapra Aur Makan' was the slogan of:

A Z. A. Bhutto ✓

B Ayub Khan

C Nawaz Sharif

D None of these

i *Explanation: 'Roti, Kapra aur Makan' (Bread, Clothing and Shelter) was the famous election slogan of the Pakistan Peoples Party under Zulfikar Ali Bhutto in 1970.*

Q47 Montgomery became Sahiwal in the year:

A 1962

B 1966



C 1967

D None of these

i *Explanation: The city of Montgomery in Punjab was renamed Sahiwal in 1966.*

Q48 0.001 is equal to:

A 1/100

B 1/1000



C 1/10000

D None of these

i *Explanation: 0.001 expressed as a fraction is 1/1000.*

Q49 Neil Armstrong was the first to set foot on the Moon in:

A 1968

B 1969



C 1971

D None of these

i *Explanation: Neil Armstrong stepped onto the lunar surface on 20 July 1969 during the Apollo 11 mission.*

Q50 Habib Bourguiba helped Tunisia to get independence from France in:

A 1946

B 1956



C 1966

D None of these

i *Explanation: Habib Bourguiba led Tunisia to independence from France on 20 March 1956, later becoming its first president.*

Q51 The Simon Commission report was published in the year:

A 1929

B 1930



C 1931

D 1932

i *Explanation: The Simon Commission, which toured India in 1928, published its final report in 1930.*

Q52 Science that deals with low temperature is:

A

Cryogenics



B

Biogenics

C

Isotherms

D

None of these

i

Explanation: Cryogenics is the branch of physics/engineering that studies the production and effects of very low temperatures.

Q53 'Alma Mater' means:

A

One's college



B

One's Hospital

C

**Army Training
Camp**

D

None of these

i

Explanation: 'Alma Mater' (Latin for 'nourishing mother') refers to the school, college, or university one previously attended.

Q54 Pakistan is separated from Tajikistan by:

A Wakhan Corridor ✓

B Kartarpur Corridor

C Durand Line

D None of these

i *Explanation: The narrow Wakhan Corridor of Afghanistan lies between northern Pakistan and Tajikistan, separating the two countries.*

Q55 The first Revelation to the Holy Prophet (PBUH) came in:

A Cave of Thawr

B Cave of Hira ✓

C Kaaba

D Both a & c

i *Explanation: The first revelation of the Qur'an came to Prophet Muhammad (PBUH) in the Cave of Hira, on the Mountain of Light (Jabal al-Nur) near Makkah.*

Q56 Zulfikar Ali Bhutto became _____ of Pakistan after Yahya Khan.

A Prime Minister

B Martial Law Administrator

C President



D None of these

i Explanation: After Yahya Khan's resignation in December 1971, Zulfikar Ali Bhutto took over as President of Pakistan (and also Chief Martial Law Administrator).

Q57 'Asar-e-Sanadid' is written by:

A Sir Syed Ahmed Khan



B Mian Shafi

C Syed Amir Ali

D None of these

i Explanation: 'Athar-al-Sanadid' is a famous historical work on the monuments of Delhi, authored by Sir Syed Ahmed Khan.

Q58 A non-permanent member of the UN Security Council has a tenure of:

A 2 years



B 3 years

C 4 years

D None of these

i *Explanation: Non-permanent members of the UN Security Council are elected by the General Assembly for a two-year term.*

Q59 Aung San Suu Kyi is a political leader of:

A China

B Myanmar



C Cambodia

D Vietnam

i *Explanation: Aung San Suu Kyi is a Myanmar (Burmese) politician and Nobel Peace Prize laureate, long associated with Myanmar's pro-democracy movement.*

Q60 Which river flows in the UK?

A Tiber

B Thames ✓

C Danube

D None of these

i *Explanation: The River Thames flows through southern England, including London, and is the UK's most famous river.*

Q61 The famous Golden Gate Bridge is situated at:

A New York

B New Jersey

C California ✓

D None of these

i *Explanation: The Golden Gate Bridge spans the Golden Gate Strait in San Francisco, California.*

Q62

Who was the first President of Anjuman-e-Himayat-e-Islam, Lahore?

A

Haji Abid

B

Qazi Abdul Ghaffar

C

Qazi Khalifa Hameed-ud-Din

✓

D

None of these

i

Explanation: Founded in 1884, Anjuman-e-Himayat-e-Islam's first president was Qazi Khalifa Hameed-ud-Din (also credited as its founder).

Q63

Masjid Wazir Khan is located in:

A

Multan

B

Lahore

✓

C

Peshawar

D

None of these

i

Explanation: The Wazir Khan Mosque, famous for its intricate tile work, is located inside the Walled City of Lahore.

Q64 'K' in the word PAKISTAN is derived from:

A Kazakhstan

B Karachi

C Kashmir



D None of these

i *Explanation: In Choudhry Rahmat Ali's 1933 acronym 'PAKISTAN', P=Punjab, A=Afghanistan, K=Kashmir, S=Sindh, TAN=Baluchistan.*

Q65 Moon, Sun, and Stars are known as:

A Terrestrial bodies

B Celestial bodies



C Water bodies

D None of these

i *Explanation: Objects such as the Moon, Sun, and stars, existing beyond Earth's atmosphere, are collectively called celestial (or heavenly) bodies.*

Q66 In the Government of India Act 1935, the sub-continent was divided into:

A 10 provinces

B 11 provinces ✓

C 9 provinces

D 12 provinces

i Explanation: The Government of India Act 1935 divided British India into 11 provinces.

Q67 A train 800-meter-long is running with a speed of 78 km/h. It crosses a tunnel in 1 minute. What is the length of the tunnel?

A 650 m

B 555 m

C 500 m ✓

D 458 m

i Explanation: Speed = 78 km/h = $78 \times 1000 / 3600$ m/s. Distance covered in 60s = $(78000 / 3600) \times 60 = 1300$ m. Tunnel length = $1300 - 800 = 500$ m.

Q68 Hazrat Amir Khusrau, the first Urdu poet, was by birth _____.

A Iranian

B Afghani

C Indian ✓

D Tajikistani

i *Explanation: Amir Khusrau was born in 1253 in Patiyali (present-day Uttar Pradesh, India), making him Indian by birth.*

Q69 The freedom war of 1857 was started from:

A Delhi

B Agra

C Meerut ✓

D Madras

i *Explanation: The War of Independence/Sepoy Mutiny of 1857 broke out at Meerut on 10 May 1857 before spreading across northern India.*

Q70 Are they chasing the thieves? (Change into passive voice)

A Were the thieves being chased by them?

B Are the thieves being chased by them? ✓

C The thieves are being chased by them.

D None of these

i Explanation: The passive of a present-continuous question 'Are they chasing X?' is 'Are X being chased by them?' — keeping both the tense and the question form intact.

Q71 They argue about everything _____ the bitter end.

A to ✓

B in

C till

D for

i Explanation: 'To the bitter end' is the correct fixed idiom, meaning until the very end despite difficulty.

Q72 Which is the correct style of a mail (email) address?

A**Abc@name.com****B**

@Abcname.com

C

#Abc@name.com

D

All of the above

i

Explanation: A valid email address needs a username, followed by '@', followed by a domain name — e.g., Abc@name.com.

Q73 The Three Gorges Dam is located in:

A

Mongolia

B

Russia

C

Brazil

D**China****i**

Explanation: The Three Gorges Dam, the world's largest hydroelectric power station, is built on the Yangtze River in China.

Q74 Round off the following digit: 38.23

A 38



B 39

C 40

D None of these

i Explanation: Since the decimal part (.23) is less than 0.5, 38.23 rounds down to 38.

Q75 Find the average of 277, 278, 279, 280, 281, 282, 283.

A 280



B 281

C 283

D 284

i Explanation: These are 7 consecutive integers; the average of an evenly spaced set equals its middle value, which is 280.

Q76 The book in which the biographies of the narrators of Hadith are given is called:

A Masnad

B Asma-al-Rijal ✓

C Kitab al-Tarikh

D All of these

i *Explanation: 'Asma al-Rijal' (biographical evaluation of narrators) is the branch/genre of Islamic literature dedicated to recording the biographies and reliability of Hadith narrators.*

Q77 'Miftah Kunuz al-Sunnah' (a key/concordance to the treasures of the Sunnah) is a book by:

A Bosworth Smith

B A. J. Wensinck ✓

C Lesley Hazleton

D None of these

i *Explanation: Arent Jan (A. J.) Wensinck compiled this well-known thematic index/concordance to the major Hadith collections.*

Q78

The first name of the newly-born prince of Great Britain, Louis Arthur Charles, has its origin from:

A

Scotland

B

Ireland

C

France

✓

D

Wales

i

Explanation: 'Louis' is a name of French royal origin (from the Frankish 'Chlodowig'), commonly used across French monarchy history.

Q79

I did not realise that I had forgotten the passport until I reached the airport, _____ was very annoying.

A

Which

✓

B

That

C

It

D

Thus

i

Explanation: 'Which' is used here as a relative pronoun referring back to the whole preceding clause/situation.

Q80 In Islam there is a close relation between:

A Politics and Matter

B World and Politics

C Shariat and Mysticism

D Religion and Politics



i Explanation: Islam does not separate the spiritual and the temporal; Islamic teaching holds religion (Deen) and politics/state affairs (Siyasat) as closely interlinked.

Q81 Latif Khosa used to be the Governor of:

A KPK

B Punjab



C Sindh

D GB

i Explanation: Sardar Latif Khan Khosa served as the Governor of Punjab from 2011 to 2013.

Q82 Akbar will look _____ my work in my absence.

A Into

B For

C After



D Down upon

i *Explanation: 'Look after' is the correct phrasal verb meaning to take care of/supervise something.*

Q83 The 1992 Pakistan cricket team that won the World Cup — the captain was:

A Zaheer Abbas

B Javed Miandad

C Mohsin Hassan Khan

D Imran Khan



i *Explanation: Imran Khan captained Pakistan to its 1992 Cricket World Cup victory in Australia.*

Q84 Who was killed by Hazrat Hamza (RA) in the Battle of Badr?

A Utbah bin Rabiah

B Shaybah bin Rabiah ✓

C Abu Jahal

D None of these

i Explanation: In the opening single combats at Badr, Hazrat Hamza (RA) fought and killed Shaybah bin Rabiah.

Q85 A trader mixes 26 kg of rice at Rs. 20 per kg with 30 kg of another variety at Rs. 36 per kg and sells the mixture at Rs. 30 per kg. What is his profit %?

A 5 % ✓

B 8 %

C 10 %

D None of these

i Explanation: Cost = $(26 \times 20) + (30 \times 36) = 520 + 1080 = 1600$. Selling = $56 \times 30 = 1680$. Profit = 80. Profit % = $80/1600 \times 100 = 5\%$.

Q86 Which among the following is an alternate source of energy?

A Hydel

B Nuclear

C Thermal

D Biogas



i *Explanation: Biogas, produced from organic waste, is a renewable/alternate energy source, unlike conventional thermal generation.*

Q87 If a person left a \$10.47 tip on a breakfast that cost \$87.25, what percentage was the tip?

A 10 %

B 11 %

C 12 %



D 13 %

i *Explanation: Tip % = $(10.47 / 87.25) \times 100 = 12\%$.*

Q88

In the following alphabet series, one term is missing, shown by a question mark. Choose the missing term: A, B, D, G, ?

A

M

B

L

C

K



D

H

i

Explanation: The gap between letters increases by one each time: +1 (A→B), +2 (B→D), +3 (D→G), +4 (G→?). G + 4 letters = K.

Q89

Which article of the Constitution of Pakistan deals with the national language?

A

Article 251



B

Article 261

C

Article 271

D

None of these

i

Explanation: Article 251 of the 1973 Constitution of Pakistan declares Urdu as the national language of Pakistan.