

Job Role: Multi Task Attendant (Facility Management) Job Role Code: THC/Q5808 Job Role Version: V3.0	Valid Till (Qualification): 30th April 2027
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S.No.	Questions	Option A	Option B	Option C	Option D	Correct Answer
1	To avoid shortages, the best practice is to _____ cleaning supplies on a routine basis.	Forget about	Purchase in excess	Monitor inventory levels	Only order when out of stock	C
2	Which of the following is the first step in checking the availability of supplies such as teabags, cookies, and minibar items?	Ordering new supplies if low	Inspecting the storage area	Replenishing the supplies	Counting the items	B
3	What is the potential consequence of not reporting a supply shortage immediately?	Increased productivity	Disruption in operations and potential loss of revenue	Enhanced team collaboration	Reduced workload for the team	B
4	Inventory records must include a _____ column to track when items were last updated.	Date	Quantity	Price	Location	A
5	Items in the storeroom should be stored _____ to prevent clutter and facilitate cleaning.	Neatly and organized	Randomly and haphazardly	On the floor	In unmarked boxes	A
6	While inspecting a conference room after an event, you find that the carpet is stained. What is your next step?	Report the stain to your supervisor and wait for instructions	Move the furniture to cover the stain	Attempt to clean the stain with appropriate cleaning products	Leave the stain for the next scheduled deep cleaning	C
7	You are preparing to clean a bathroom that has tiled floors, mirrors, and metal fixtures. What equipment should you gather before beginning?	Mop, mirror cleaner, metal polish	Floor scrubber, dry cloth, feather duster	Broom, vinegar, steel wool	Vacuum, floor buffer, glass scraper	A
8	Which of the following is NOT typically required for a standard floor cleaning operation?	Mop and bucket	Vacuum cleaner	Carpet shampooer	Ladder	D
9	You need to clean an outdoor area with wet, slippery surfaces and potential exposure to sharp debris. What protective gear should you ensure you have?	Thick cleaning gloves, close-toe non-slip footwear, and head cover	Goggles and open-toe shoes	Mask and gloves only	Head cover and sandals	A
10	It is acceptable to overfill waste disposal bags as long as they are tied securely.	TRUE	FALSE			B
11	For outdoor waste bins, it is important to clean them _____ to prevent pest infestations.	Occasionally	Once a year	Regularly	Only when they smell	C
12	Why is it important to place a carry bag inside the waste bin after cleaning it?	To prevent the bin from getting dirty quickly	To make the bin look more attractive	To reduce the weight of the waste bin	To make it easier to move the waste bin	A
13	You are taking a full waste bin to the disposal area when you notice that it is leaking. What should you do?	Ignore the leak and continue to the disposal area	Immediately stop, secure the leak, and then proceed	Speed up to reduce the time the bin is leaking	Leave the bin in a corner and report the issue later	B
14	Once dusting is complete, the next procedure involves _____ the floors to clean any remaining dirt.	Sweeping	Air freshening	Mopping or vacuum cleaning	Disinfecting	C
15	You notice that a container of cleaning agent is not properly sealed and may leak. What should you do before using it?	Continue using the container and be cautious of the potential leak	Securely seal the container before proceeding with the cleaning tasks	Transfer the contents to a different container to avoid leaks	Inform your supervisor and use a different cleaning agent	B