
TEST INFORMATION GUIDE

This test information guide provides a summary of concepts that are tested on the written (multiple choice) examination for the **Automotive Attendant I** job. This information can be reviewed in combination with the class specification and examination announcement to assist you in preparing for the examination.

I. WRITTEN INSTRUCTIONS**(20 Questions)**

Employees in this job are often required to read and follow written instructions that explain how to perform various repair tasks. This section is designed to test your ability to read and follow a variety of written instructions and correctly answer questions related to each set of instructions.

II. READING COMPREHENSION**(14 Questions)**

The ability to accurately read and understand information is an important part of this job. Employees must be able to read and extract pertinent information from manuals. The questions in this exam section test your ability to read and comprehend written information by having you read a passage and choose a statement from a group of four that best interprets the meaning of the passage.

III. ARITHMETIC**(16 Questions)**

Employees in this job maintain shop records and perform particular repair work that requires basic math skills. Test questions require you to resolve problems and situations using basic math operations including addition, subtraction, multiplication and division.