

Applicant's Name: _____

APTITUDE TEST for Accounting Assistant

BOOKKEEPING AND ACCOUNTING PROBLEMS

Use the following information to answer questions 1-3: The table shown below has positive and negative numbers entered in the rows and columns. Use this table to answer questions 1 to 3.

582.76	321.54	-439.07
159.35	-647.28	-271.99
467.15	722.63	-951.63

1. The total of the second column is:
1. -759.92
 2. -399.89
 3. 396.89
 4. 759.92

2. The total of the first row is:
1. 465.23
 2. 1209.26
 3. 1343.37
 4. -871.63

3. The total of the third column is:
1. 845.95
 2. 238.15
 3. -356.29
 4. -1662.69

Use the following information for questions 4-6: The table below indicates the gross wages, insurance payment and net pay for each of three employees. Use this table to answer questions 4 to 6.

Employee Name	Gross Wages	Insurance Payment	Net Pay
Chris Taylor	840.00	50.00	714.00
Pat Jones	1445.00	176.50	1068.50

Accounting Assistant Reports Test

Michael Hoelscher



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