

TEST 1 - Job Advertisement

Read this job advertisement and answer the question below!

BBJ Co., Ltd.

BBJ Company Limited is currently looking for highly qualification candidates to join our rapidly growing company :

SECRETARY


- Secretarial duties for manager
- Filling document
- General administration etc.

Qualification

- Female, Thai nationality, age 23-30 years.
- Bachelor's Degree in Business Administration or related fields
- Good command of English
- Able to operate PC Microsoft Office, internet, e-mail

Interested applicants can send letter of application with English resume and transcript including recent photo to :

BBJ Co., Ltd
41st Floor River Wing West, Empire Tower
195 South Sathom Rd, Yanawa, Sathon, Bangkok 10120



1. What is the job?

- a. waiter b. Secretary c. Receptionists d. Operator e. Manager

2. Who advertised for the job?

- a. Al An'am News b. Gulf daily magazine c. BBJ Company limited d. Ltd e. Company

3. What educational background is required?

- a. Bachelor's degree b. Junior High School c. Secondary certificate d. Master's degree e. Nope

4. What age is required?

- a. 16 b. 35 c. 20 d. 40 e. 25

5. Did they require a male or a female?

- a. Male b. Female

6. What language ability is required?

- a. French b. Bahasa Indonesia c. Arabic d. English e. Thai