

UNIT 6 - TEST 1

I. PRONUNCIATION

Choose the word that has the underlined part pronounced differently from that of the others.

1. a. vacancy b. wholesale c. retail d. category
2. a. neat b. create c. piece d. keenness
3. a. future b. resume c. pressure d. enthusiasm
4. a. honest b. humour c. honour d. hour
5. a. whether b. enthusiast c. clothes d. though

II. LANGUAGE FOCUS

A. Choose the one word or phrase -a, b, c or d- that best completes the sentences.

6. The exercise-with-answer-key format makes the book suitable _____ self-study.
a. for b. to c. of d. in
7. It's piecework, so how much you earn depends _____ how fast you can work.
a. in b. on c. of d. to
8. The job offer was too good for Jennifer to turn _____.
a. off b. away c. out d. down
9. She has been _____ for an interview for the manager's job.
a. called b. carried c. hold d. brought
10. The agency will let you know if they have any suitable _____.
a. redundancies b. vacancies c. abilities d. capabilities
11. One condition of this job is that you must be _____ to work at weekends.
a. available b. capable c. acceptable d. accessible
12. A skilled _____ will help candidates feel relaxed.
a. interview b. interviewing c. interviewee d. interviewer
13. The company employs a _____ of nearly 5000.
a. workload b. workman c. workforce d. workout
14. With so much _____, I'm lucky to be in work.
a. employees b. employers c. employment d. unemployment
15. I really wanted to create a good _____ at the start of the interview.
a. preparation b. impression c. expression d. explanation

A. Choose the one word or phrase -a, b, c or d- that best completes the sentences.

7. People can speak English can be understood in many countries.
a. whose b. who c. whom d. which
8. Do you remember Mr. Darnell, _____ taught us English Literature?

B. Identify the one underlined word or phrase - A, B, C or D - that must be changed for the sentence to be correct.

22. Before I came here, I didn't have the opportunity to speak to people their

A B C D

native tongue is English.

23. No one has said anything would persuade me to change my mind.

A B C D

24. The girl sitting in the red chair is the person to who you must give this envelope.

A **B** **C** **D**

25. Some snakes have hollow teeth they are called fangs that they use to

A B C

poison their victims.

D

26. Although her friends tried to convince her to apply for the job at the

A B C

factory, Christine resisted to make an application.

D

I. READING

A. Fill in each blank with one appropriate word from the box.

interview	applicant	impressing	cooperate		
discussions	personnel	process	first	suitable	directly

A job interview is a conversation which occurs between a potential employer and a job (36) _____. During the job interview, the employer hopes to determine whether or not the applicant is (37) _____ for the job, while the applicant tries to learn more about the position while also (38) _____ the employer. As a general rule, a job interview is an important part of the (39) _____ of applying for a job, and it may range in formality from a casual conversation to a series of serious (40) _____ with an assortment of people working within the company.

Depending on the size of a company and its organization, an applicant may only have one job (41) _____. This is common with small businesses, in which candidates are often interviewed (42) _____ by the employer. In other cases, a representative of the human resources department may interview a candidate (43) _____, and then he or she will go through a series of interviews with _____ potential supervisors and other (44) _____. Larger companies may also have interview panels with multiple members who (45) _____ to make a decision.

B. Read the following job advertisements, then decide whether the statements are true (T) or false (F).

For recent college graduates or professionals beginning a new job search, a job hunt can be an exhausting process. One of the reasons is that, according to the experts, to be successful in your job search, you have to "market" yourself, and many people just don't know how.

The two of the most important building blocks for a successful job search: the resume and cover letter. The purpose of a resume is to tell an employer what a person has done in the past. The cover letter tells the prospective employer what skills and abilities the job seeker has that will allow them to be successful in the future with their company. Each cover letter should be crafted to be very specific to the job applied for. It is recommended never having a resume longer than one page. Anything beyond that won't get read. Most resumes are read, on average, for eight seconds.

If you have limited work experience, like a new college grad, consider creating a functional resume that emphasizes skills. For example, near the top of your resume you would list such skills as knowledge of specific software, bilingual skills, or relevant volunteer experience. In both resumes and cover letters, always use high quality paper. Stay away from slang language and avoid using contractions.

All experts agree that thank you notes for an interview need to be sent within one day of an interview. Thank you notes can tip the scales in your favor. Thank you notes also give you the opportunity to point something out about yourself that you didn't make clear during the interview process.

46. A resume describes how you can contribute to the company in the future.

47. A different cover letter should be written for each job you apply for.

48. Resumes are usually looked at only very briefly.
49. A functional resume mainly describes your experience.
50. Resumes and cover letters should be written in formal language.
51. A thank you note can increase your chances of getting the job.

II. SPEAKING

52. "Hello, may I speak to Mr. Washington, please?" "_____."
a. No, you may not b. That's right c. Hold on, please d. You're welcome
53. "Let's have some classical music." _____
a. Never mind b. Good idea c. I think so d. With pleasure
54. "Would you mind washing the dishes?" "_____ I'll do it now."
a. Not at all b. It's my pleasure c. Never mind d. Certainly
55. "It's a lovely day! Shall we go for a walk?" "_____."
a. No, thanks b. Yes, we shall c. I'm afraid not d. All right
56. "Would you like to have dinner with us?" "_____. Thank you." ,
a. Yes, I like b. Yes, I'd love to c. I agree d. No, not at all.

III. WRITING

Choose the sentence - a, b, c or d - made from the given cues.

57. People/ work/ offices/ have/ five-day week/ often/ say/ nine-to-five job//
a. People work in offices that have a five-day week and are often said to have a nine-to-five job.
b. People who work in offices have a five-day week and are often said to have a nine-to-five job.
c. People working in offices have a five-day week and often say to have a nine-to-five job.
d. People worked in offices which have a five-day week and are often said to have a nine-to-five job.
58. Many workers/ belong' trade unions/ provide/ support/ workers/ disputes/ employers.
a. Many workers belong to trade unions, which provide support for workers in disputes with employers.
b. Many workers belong to trade unions, that provide support for workers in disputes with employers.
c. Many workers belong to trade unions, who provide support for workers in disputes with employers.
d. Many workers belong to trade unions whose provide support for workers in disputes with employers.
59. number/ American women/ employment/ double/ the 1960s//
a. A number of American women for employment doubled in the 1960s.
b. The number of American women in employment have doubled since the 1960s.
c. The number of American women in employment has doubled since the 1960s.
d. A number of American women in employment has doubled since the 1960s.
60. job interview/ chance/ employer/ what/ hired
a. Job interview is your chance to show an employer what he or she get when you will be hired.
b. A job interview is a chance for your showing an employer what he or she will get if your hired.
c. The job interview is a chance for you to show an employer what he or she will get unless you are hired.
d. A job interview is your chance to show an employer what he or she will get if you are hired.