

1. A. final B. applicant C. high D. decide
 2. A. average B. indicate C. application D. grade
 3. A. apply B. university C. identity D. early
 4. A. choice B. achieve C. each D. chemistry

5. Do you know whom wrote the song that Al was singing last night?
 A B C D

6. Education and training are an important steps in getting the kind of job that you would like to have.
 A B C D

7. We all know that we have to work hardly to earn a living ourselves and support the family.
 A B C D

8. Anyone where works is regarded as a useful member of our society.
 A B C D

9. A university is an -institution of higher education and research, which grants _____ degrees at all levels in a variety of subjects.
 A. secondary B. optional C. academic D. vocational

10. _____ is used to describe the work of a person whose job is to treat sick or injured animals, or to describe the medical treatment of animals.
 A. Chemistry B. Pharmacy C. Medicine D. Veterinary

11. A _____ is an area of knowledge or study, especially one that you study at school, college, or university.
 A. degree B. subject C. level D. vacancy

12. She reads newspapers every day to look for the vacant _____ for which she can apply.
 A. institutions B. indications C. positions D. locations

13. Before the interview, you have to send a letter of application and your résumé to the company.
 A. recommendation B. reference C. curriculum vitae D. photograph

14. I am so _____ that I cannot say anything, but keep silent.
 A. nerve B. nervous C. nervously D. nervousness

15. _____ speaking, I do not really like my present job.
 A. Honest B. Honesty C. Honestly D. Dishonest

16. He was the only _____ that was offered the job.
 A. apply B. application C. applicant D. applying

17. If only I had studied hard enough to pass the final exam.
 A. I regret not studying hard enough to pass the final exam.
 B. I had studied hard enough and I passed the final exam.
 C. I studied too hard to pass the final exam.
 D. I studied hard otherwise I would fail the final exam.

18. I / be / you / take / job.
 A. If I am you, I'll take the job B. If I were you, I'd take the job
 C. If I were you, I'll take the job D. If I weren't you, I didn't take the job

19. We / go / zoo / if / it / be / nice / Sunday.
 A. We go to the zoo if it is nice on Sunday B. We will go to zoo if it is nice on Sunday
 C. We will go to the zoo if it is nice on Sunday D. We will go to the zoo if it is nice Sunday

20. We didn't visit the museum because we had no time.
 A. If we have time, we will visit the museum.
 C. If we had had time, we would have visited the museum.
 B. If we had time, we would visit the museum.
 D. If we had time, we will have visited the museum.

21. It is of great importance to create a good impression _____ your interviewer.
 A. on B. about C. for D. at

22. Good preparations _____ your job interview is a must.
 A. with B. upon C. in D. for

23. The telephone _____ by Alexander Graham Bell.
 A. is invented B. is inventing C. invented D. was invented

24. Lots of houses _____ by the earthquake.
 A. are destroying B. destroyed C. were destroying D. were destroyed

25. In the US the first stage of compulsory education _____ as elementary education.
 A. to be generally known B. is generally known
 C. generally known D. is generally knowing

26. _____ more carefully, he would not have had the accident yesterday:
 A. If Peter driven B. If had Peter driven
 C. Had Peter driven D. Unless Peter had driven

27. If it _____ last night, it _____ so hot today.

READING

Preparation is a key to a successful interview. Does the idea of going to a job interview make you feel a little nervous? Many people find that *it* is the hardest part of the employing process. But it is not really true. The more you prepare and practice, the more comfortable you will feel. You should find out as much as possible about the company before you go to the interview. Understand the products that they produce and the services that they provide. It is also good to know who the customers are and who the major competitors are. Practice makes perfect. It will also make you feel more confident and relaxed. So, practice your answers to common questions. Make a list of questions to ask, too. Almost all interviewers will ask if you have questions. This is a great opportunity for you to show your keenness, enthusiasm, and knowledge.

Make a great impression. The interview is your chance to show that you are the best person for the job. Your application or resume has already exhibited that you are qualified. Now it is up to you to show how your skills and experience match this position and this company. The employer will be looking and listening to determine if you are a good fit. He/she will be looking for a number of different qualities, in addition to the skills that you possess. To make the best impression, dress appropriately; express your strengths; arrive early, by about 10-15 minutes; be enthusiastic; shake hands firmly; be an active listener; sit up straight and maintain eye contact; and ask questions

After the interview, follow up with a thank-you note. This is a chance for you to restate your interest and how you can benefit the company. Your best bet is to try to time it so that the note gets there before the hiring decision is made. You should also follow up with a phone call if you do not hear back from the employer within the specified time.

33. The pronoun *it* refers to _____.
A. the job B. the interview C. the interviewer D. the preparation

34. What does the writer advise you to practice?
A. Asking and answering questions related to the job.
B. Making products that the company produces.
C. Providing services that the company serves.
D. Meeting some customers and competitors.

35. Which should not be shown during your interview?
A. Punctuality B. A firm hand shaking
C. Being properly-dressed D. Weaknesses

36. You can show your qualifications in the
A. dressing style and punctuality B. competing with the competitors
C. resume and letter of application D. eye contact with the interview

GAP- FILLING

When you come to the _____, remember to bring with you your school certificates and letters of _____ from your teachers or your previous _____. In addition, you may jot down your qualifications and _____ that can relate to the job and prepare for the questions that are often asked during the interview.

37. A. interview	B. interviewer	C. interviewee	D. interviewing
38. A. introduction	B. recommendation	C. recommend	D. introduce
39. A. employee	B. representative	C. parents	D. employers
40. A. hobbies	B. interest	C. experiences	D. résumés